DOCUMENTS DEPARTMENT

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DOCUMENTS

SAN FRANCISCO
PUBLIC LIBRARY

REFERENCE
BOOK

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SAN FRANCISCO PUBLIC LIBRARY

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
February 7, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, February 7, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Callanan, Jebe, Stern and Stong.

Commissioners Bransten, Raymundo and Richardson were excused.

It was moved by Commissioner Jebe seconded by Commissioner Stern, and unanimously approved that the January 3, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan, Jr.

1. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the Commission by-laws be amended to include two additional standing committees: Automation Committee and Collection Development Committee.

CITY LIBRARIAN'S REPORT
Mrs. Karen Scannell for John C. Frantz

1. It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that resolution #1324 be adopted.

RESOLUTION #1324

WHEREAS, Margaret Mayer has been an inspiring effective, and devoted Executive Director of the Friends of the San Francisco Public Library since 1966, and

WHEREAS, Margaret Mayer has consistently demonstrated sound fiscal management, common-sense leadership, conspicuous fund-raising success, and excellent long-range planning in carrying out her duties, and

WHEREAS, Margaret Mayer has worked cooperatively and productively with library commissioners, library staff, governmental officials, library users, other organizations, and with the general public to increase membership and to implement Friends

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and library programs and projects, and

WHEREAS, Margaret Mayer cheerfully turns her hand and lends her talents to whatever tasks will aid and advance the interests of the library and of the Friends, now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby commends Margaret Mayer for her splendid record of distinguished accomplishment and conveys its appreciation for her outstanding work, and be it further

RESOLVED, that the San Francisco Public Library Commission hereby declares that the library will observe Margaret Mayer day on Wednesday, February 15, 1984.

2. A reception for Margaret Mayer will be held on February 15 from 5-7 PM in the San Francisco Room. Commissioners and staff are invited to attend.

3. Talking Books Library will hold an open house on February 14 from 1-4 PM at the Presido Branch.

4. Waden Branch will hold an open house for teachers and community leaders on February 14 from 3-5 PM.

SECRETARY'S REPORT
Mr. Richard Walsh

1. Standing Committee schedules for 1984 are:

Collection Development	12:15 PM	1st Wednesday
	Chair: Commissioner Stern Members: Commissioners Bransten & Stong	
Library Automation	12:15 PM	3rd Wednesda
	Chair: Commissioner Br Members: Commissioners ıdo & Stern	
Finance	4:00 PM	2nd Thursda
	Chair: Commissioner Stong Members: Commissioners Jebe & Richardson	
Personnel	4:00 PM	2nd Monday
	Chair: Commissioner Raymundo Members: Commissioners Jebe and Richardson	

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Planning & Operations — 12:15 PM 2nd Friday

Chair: Commissioner Jebe
Members: Commissioners Stern & Stong

Public Relations — 4:00 PM 2nd Friday

Chair: Commissioner Richardson
Members: Commissioners Bransten & Raymundo

2. Ed Farrell, Haight Ashbury Community Coalition, reported that the Mayor has asked the coalition to accept grant funding directly from the Federal government instead of having the Friends of the Library act as fiscal agent.

   It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the change in funding for the Haight Ashbury Community Coalition be approved.

LIBRARIAN'S GUILD

1. Sally Houston reserved Guild comments for Planning & Operations Committee report.

OTHER STAFF REPORTS

1. Mr. Ramirez presented Main Library MBO statistics for 2nd quarter of 1983/84. Commissioner Stong noted the decline in circulation. Mr. Ramirez is currently investigating circulation to determine patterns which may be occuring.

FRIENDS OF THE LIBRARY

1. A press luncheon will be held at noon on Tuesday, March 6 in the Lurie Room. McCann-Erickson's publicity campaign for Project Read will be introduced to the media. Volunteer tutors now total 95.

2. Friends' Annual Meeting is scheduled for Thursday, February 23 at 4:30 in the Commission Room. A Project Read literacy tutorial will be demonstrated.

3. There will be a mini-book sale at Fort Mason on Sunday, February 12, from 11-4.

4. M.F.K. Fisher will be interviewed by FREE editor David Selvin on Friday, February 10. She is waiving her $3,000 fee to benefit the San Francisco Public Library.

ADVISORY COMMITTEE FOR THE LIBRARY
FOR THE BLIND AND PRINT HANDICAPPED

1. Dr. Rose Resnick reported that the open house for the adult portion of the Talking Books Library is postponed.

2. She appealed to the Commission for a generous budget next fiscal year for Talking Books.

3. Dr. Resnick asked that the Talking Books Library remain upstairs at Presido Branch. Mrs. Scannell stated that there are no plans to move this service to the lower level.

4. The next committee meeting will be held on March 1 at 4:00 PM at Presido Branch.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Jebe moved the adoption of Resolution #1329, this was seconded by Commissioner Stern and unanimously approved.

RESOLUTION #1320

APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of January, 1984, and also resignations of Non-Civil Service, temporary and part-time positions made during the month of January, 1984.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. Terri Simpson detailed the Library's budget request for FY 84-85 which totals $14.8 million. Highlighted in the report were $1.3 million for books, $142,00 for expansion of CLSI to seven branches, $400,000 for an online catalog system and eleven new positions.

2. The budget request for Talking Books include a circulation system for the blind, an audio duplicator, electric typewriter, wet carrels, upgraded staff positions, increased page hours and a new 3610 position. Dr. Resnick asked that sound booth systems be included in the request.

It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that $26,000 for sound booth systems at Presidio be added to the budget request.

It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that the budget request for FY 1984-85 as amended be forwarded to Mayor Feinstein.

3. Commissioner Stong moved for approval of Resolution #1321. This was seconded by Commissioner Jebe and unanimously approved.

RESOLUTION #1321

AUTHORIZING LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1984/85.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act in recognition of a successful operation of the above reference project; now, therefore be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1984/85 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, that there are indirect costs of 5% (five per cent) contained in the budget of this grant.

4. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that Resolution #1322 be adopted.

RESOLUTION #1322

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND INTEREST ON FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1983-84.

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved the expenditure of funds in the amount of $398,000 for the Federal Library Services and Construction Act for the continued operation of its reference project, the Bay Area Reference Center by Resolution #592-83, dated June 13, 1983; and

WHEREAS, the United State Department of Education has made the stipulation that interest accured from those funds should be used for approved project purposes; now therefore be it

RESOLVED, that the San Francisco Public Library be authorized to expend funds in the amount of $2,670.68 accured through interest on the grant funds through December 31, 1983, and be it

FURTHER RESOLVED, that the San Francisco Public Library be authorized to expend any future funds that accure from interest on these grant funds, and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

5. It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that Resolution #1323 be adopted.

RESOLUTION #1323

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND LIBRARY SERVICES AND CONSTRUCTION ACT FUNDS FOR A COMMUNITY-BASED ADULT LITERACY TRAINING PROGRAM IN SAN FRANCISCO.

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved the application for Library Services and Construction Act funds for a community-based adult literacy training program in San Francisco by Resolution #962-83 dated November 18, 1983; and

WHEREAS, the San Francisco Public Library, in cooperation with the Friends of the Library, are engaged in a coordinating effort to help illiterate or functionally illiterate adults to aquire higher level reading skills, now therefore, be it

RESOLVED, that the San Francisco Public Library Commission is authorized to accept $180,000 in LSCA funds for a community-based adult literacy program in San Francisco, and be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant fund.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. Ruth McGinnis expressed the Librarian's Guild concern on the proposed Friends Museum/Shop in the area currently used as the women's public restroom - anteroom

   After lenghtly discussion, President Callanan asked the Administration to continue studying possible uses of the area.

PUBLIC RELATIONS COMMITTEE
Commissioner Ray G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

COLLECTION DEVELOPMENT COMMITTEE
Commissioner Marjorie G. Stern

1. Andrew Hoyem will be assisting the promotion of programs for Special Collections. Wade Hughan will serve on the Friend's board and also will be promoting programs for Special Collections.

NEW BUSINESS

1. None.

There being no further business to transact, the February 7, 1984 Library Commission Meeting was adjourned at 6:00 PM.

The next regular meeting will be held Tuesday, March 6, 1984 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1320

January 31, 1984

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January be approved:

2708 Custodian

Chapple, Horace W.
Curry, Marlene J.
Gonzalez, Jose L.

8205 Institutional Police Sergeant

Hickey, Maurice E.

9920 Public Service Aide

Rodriguez, Mary A.

3602 Library Page P/T

Grim, Jessica
Hamadani, Mahmoud
Jones, Brigitti
Weeks, Dela
Whitman, Robin
Wong, Gary
Woon, Richard

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Marquez, Richard
Patel, Padma
Ryce, Walter
Williams, Arvid
Wong, Myron
Wu, Steve

SF
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#2
1/84

Minutes

DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
March 6, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, March 6, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson and Stern.

Commissioner Stong was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Raymundo and unanimously approved that the February 7, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan expressed his appreciation to the Commission for the change in Commission by-laws last month.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Polaroid Corporation has given 26 Polaroid Sun Cameras to the library. These cameras may be checked out by patrons.

2. The premier of Deaf Folklore, the librarys second videotape on deaf culture, will be held tommorrow evening in the Lurie Room.

3. The library will begin circulating its film collection next month from the main.

4. Mr. Frantz will be in New York City from March 10-16 serving as a judge for the John Cotton Dana library publicity contest.

5. Schematics are being drawn for the public restrooms on the first floor. The present anteroom to the public womens restroom will be available for other library uses since this space will not be needed for restroom enlargement.

6. There have been more than 40 applicants for the position of Coordinator of Children's Services.

7. Mayor Feinstein has given a needlepoint landscape of the Great Wall of China to the library. The work was presented to Mayor Feinstein by His Excellency, Premier Zhao Ziyang at a reception in his honor held in City Hall on January 13. The needlepoint will be on permanent display in Chinatown Branch later this month.

8. It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the following 1983-84 budget for SB 358 funds be adopted.

BUDGET FOR SB 358 FUNDS
1983-84

	1.	Adult Books	$35,000
	2.	Children's Books	45,000
(S)	3.	On-Line Catalog System	30,000
		A. Consulting Fees	7,000
(B)	4.	Word Processor/Microcomputer for Personnel, City Librarian's and Commission Secretary's Offices	22,842
(B)	5.	Computer Assisted Info Search	14,000
	6.	Personnel for Accelerated Conversion to CLSI	6,146
(B)	7.	Print Handicapped Circulation System	28,000
		Total	187,988

(B) Currently included in 1984-85 Budget Request
(S) Currently included in Mayor's Capital Improvement Supplemental Appropriation.

9. It was moved by Commissioner Stern, seconded by Commissioner Raymundo and unanimously approved that the following smoking policy be adopted.

The Smoking pollution control ordinance, part of the San Francisco Health Code, went into effect March 1, 1984. The purpose of the ordinance is to regulate smoking in the office workplaces.

In conforming with this ordinance, the San Francisco Public Library Commission declares the following to be library policy:

Any nonsmoking employee may object to his or her chief about smoke in his or her workplace. Using already available means of ventilation or separation or partition of office space, the library administration shall attempt to reach a reasonable accomodation, insofar as possible, between the

preferences of nonsmoking and smoking employees. However, the library is not required by this ordinance to make any expenditures or structural changes to accomodate the preferences of nonsmoking or smoking employees.

If an accomodation which is satisfactorary to all affected nonsmoking employees cannot be reached in any given office workplace, the preferences of nonsmoking employees shall prevail and the library shall prohibit smoking in an office workplace, the area in which smoking is prohibited shall be clearly marked with signs.

10. Francisco Pinell has been assigned to head the Library for the Blind and Print Handicapped.

SECRETARY'S REPORT
Mr. Richard Walsh

1. No report.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Karen Scannell reported that bids have been accepted for remodeling the downstairs areas at Chinatown and Presido as well as for moving the children's section at Marina.

FRIENDS OF THE LIBRARY

1. Shirley Lowes is working on the 1984 Summer Reading Program, Fine Free Week, and Art of Storymaking programs for children. KRON-TV produced a 60 second PSA on children's programming at the libraries and ran it on Saturday, February 11.

2. The following officiers were elected and took office February 23rd:

Kathryn E. Taylor - President
William Bessey - First Vice President
Anne B. Solem - Second Vice President
Tom Finn - Secretary
Lorcy Ann Burns - Treasurer

New Members: Leah Garchik, Totton P. Heffelfinger, Signa I. Houghteling, Wade C. Hughan, Michael Mellor, Jerome Weidman.

Retiring Board members Marjorie Stern, Marian Rowe, Elaine Mundy and Verneta Hill received awards printed by Andrew Hoyem of Arion Press.

3. Friends are co-sponsoring a seminar for small business operators on "How to sell to public agencies and large corporations". Other sponsors are the Alameda Business Library, San Mateo Friends and the SBA.

4. The Democratic Convention Committee has asked the Friends' help in seeking volunteers for the many jobs available during and before the convention.

5. Nancy Bray, 93 year old Book Sale volunteer, died on February 28. A fund has been established in her memory.

ADVISORY COMMITTEE FOR THE LIBRARY
FOR THE BLIND AND PRINT HANDICAPPED

1. On behalf of Dr. Resnick and the advisory committee, Roberto Esteves thanked Commissioners for their sensitivity and generosity in next years budget request. The committee has sent letters to the Mayor and Board of Supervisors supporting the librarys budget request.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1325, this was seconded by Commissioner Stern and unanimously approved.

RESOLUTION #1325

APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of February, 1984, and also resignations of Non-Civil Service, temporary and part-time positions made during the month of February, 1984.

FINANCE COMMITTEE

1. It was moved by Commissioner Richardson, seconded by Commissioner Raymundo and unanimously approved that Resolution #1326 be adopted.

RESOLUTION #1326

RESOLVED, that the Library Commission hereby authorizes the attendance of Faun McInnis at the Butte Information Center at the Butte County Library in Oroville, California on March 8, 1984, and at the North State Administrative Council Meeting at the Shasta County Library in Redding, California, on March 9, 1984; expenses to be paid from Bay Area Reference Center funds, 1983-84, as such funds permit.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. No report.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. The Automation Committee met on February 29 at 12:15 PM in the Commission Room. Commissioner Bransten, chair and Commissioners Raymundo and Stern were present. The following minutes were submitted.

2. Online catalog - Nancy Musser explained that the library is moving ahead in its demonstration project for an online catalog. Electricians will be coming next week to prepare estimates for wiring the main library.

   Once terminals are in place throughout the main and the library's post 1977 bibliographic records are loaded into Carlyle's computer, staff will be evaluating the system for a six-month period.

   Mrs. Musser cautioned Commissioners that many problems will occur with this system and that it will take time to perfect it as well as to determine its acceptability by staff and patrons.

3. CLSI - Jim Reilly explained that the upgrade to CLSI is almost completed. Seven branches have CLSI installed: Mission, Excelsior, Richmond, West Portal, Sunset, Chinatown and North Beach. Three branches are wired and should have CLSI installed within two months: Parkside, Anza, and Ortega.

   The capital improvements budget contains $486,000 to complete CLSI to all branches. The request is currently in the Mayor's office and, should it receive her approval next week, will be sent to the Board of Supervisors in March.

4. Automated Acquisitions - John Fetros detailed advantages of an automated acquisitions system. The most important advantage would be in the accounting area, the book budget balance would always be up-to-date. Other advantages would include electronic transmission of orders, ability to attach reserves online, ability to allow agencies at all locations to check on materials selected, ordered, received and processed for the library system.

There are a few automated acquisition systems on the market which still appear to be in the experimental stage. The library will continue to explore the possibility of such a system as the technology advances.

5. Computer Assisted Information System - Pat Stewart explained online information services to the public which have been sponsored by the Friends since 1980. The only change in this area will be that in fiscal year 1984-85 the city budget will contain funding for the operation of this service.

6. Interlibrary Borrowing - Interlibrary loan continues to be extremely successful, patrons are extremely pleased with this service. San Francisco Public Library is currently borrowing two to three times more material than it is lending.

7. Micro Computer Literacy - Anne Halderman reported that LSCA funds will enable micro computers to be placed in three banches. BALIS will sponsor a five-day training program on how to use the computers. This training will be offered to as many as four staff member per branch using micro-computers.

8. Fiscal Year 1984-85 Automation Budget - Terri Simpson detailed the library's automation request for next year. There are hopes that the capital budget request will include $400,000 for phase II of the online catalog and $486,000 for the extension of CLSI to all locations. If these capital items are included, the library's operating budget request will be reduced by almost $900,000.

9. Commissioner Bransten commended the staff for the recent advancements in all areas of library automation. Commissioner Bransten asked that a special commission meeting be held in late May or early June to further discuss automation at the library.

COLLECTION DEVELOPMENT
Commissioner Marjorie G. Stern

1. Johanna Goldschmidt has been chosen as a member of the Roxburghe Club.

2. Andrew Hoyem, proprietor of Arian Press, proposed that a checklist of the Grabhorn Collection, with an introduction by foremost British bookman John Dreyfus, be published next year. Dreyfus will be on the west coast in October and could survey the collection at that time. In preparation for this, Professor Harlan of University of California, Berkeley has been asked to help prepare the checklist of the collection. It has been proposed that the Friends of the Library help fund this project. The checklist and essay printed by Andrew Hoyem at Arian Press would be published about a year from now and sell for about $50.00

NEW BUSINESS

1. None.

There being no further business to transact, the March 6, 1984 Library Commission Meeting was adjourned at 5:35 PM in memory of Nancy Bray.

The next regular meeting will be held Tuesday, April 3, 1984 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1325

February 29, 1984

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February be approved:

1498 Supervising Clerk II

Clayton, Eleanor

3602 Library Page P/T

Carlson, Evan
Cooks, Linda
Davis, Diane
Du, Buu Tang
Marvin, Ambrosia
Murray, Sydney
Ponce de Leon, Jose
Wilson, Haven

3630 Librarian I

McAlpine, Susan

7355 Truck Driver

Hurst, Willie J.
Jones, Ackerman

9732 Staff Aide II

Armentrout, Mary
Bullick, Donald
Collins, Patricia
Franklin, Debra
Koch, Anna
Lee, Bonnie
Lee, Erica
Mayorga, Virginia
Smith, Gene

9922 Public Service Aide

Chan, Kam
Fisher, Jackie
Lam, Betty
Plaza, Luis
Willis, Anna

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Brody, Joele
Burgos, Andrew
Chan, Heather
Chu, Brashire
Crews, Nick
Hall, Anjie
Lai, Malinda
Lee, Mabel
Levy, Michael
Medina, Joel
Posada, Jimmy
Wright, Willaron
Zanandrea, Mark

8202 Security Guard

Stang, Kenneth

Documents Department

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
April 3, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 3, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved that the March 6, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. Predident Callanan reported that the Mayor spent considerable time reviewing the budget request for the Library and few reductions were made to the budget as presented.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Mr. Frank Naccarato, Chair of the Board of Haight Ashbury Community Coalition, requested Commission approval for Edward Farrell and Ronald Lesson to serve as volunteers as program assistants. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the following amendment to the Library-Coalition agreement be adopted.

   "The Haight Ashbury Community Coalition may propose specific volunteers to act as program assistants. Proposed individuals must furnish satisfactory personal information and must be available for interview by the Branch Librarian. Approved program assistants may be entrusted with management of the rooms as if they were paid assistant directors."

2. On the recommendation of the City Librarian, it was moved by Commissioner Raymundo, seconded by Commissioner Richardson and unanimously approved that the library be closed on April 22, Easter Sunday.

3. Terry Simpson reported that the Mayor has recommended the following reductions in the library's FY 1984-85 budget request.

   - Book budget from $1.3 million to $1.1 million.

   - Materials and supplies reduced by $5,000

- The Mayor has not made a final decision on some personnel positions as well as outfitting the sound booths at the Talking Books Library.

4. Mr. Frantz reported that part of the Schmolowitz Collection on Whit & Humor is now on display on the 3rd floor. It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that a resolution be sent to Kay Schmolowitz commending her and the Schmolowitz family for their years of devotion to the library.

SECRETARY'S REPORT
Mr. Richard Walsh

1. No report.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY

1. The following projects were approved at the March 14th meeting:

   A. Fee and expenses for building consultant Robert Rohlf from Hennepin County Library, Minnesota, to evaluate San Francisco Public Library's space needs assessment. The Board made the following stipulations:

      - Written staff report

      - Written evaluation by Rohlf

      - Written report and recommendation for the Library Commission & Mayor.

   B. Friends will invite telecommunications consultant Kenneth Dowlin, Director of Pike's Peak Library in Colorado Springs, to make two presentations on the uses of automated databases in libraries. Audience for a June 7 program followed by a reception would include city officials, corporate and special librarians, the media and Friends. Dowlin will conduct a staff workshop on June 8.

C. In the development state is a plan to catalog treasures in the Special Collections Department and to accept Andrew Hoyem's offer to produce a book which would promote and raise money for the Department.

2. Project Read: a media conference was held on March 26 to present McCann-Erickson's public relations campaign to increase awareness of literacy needs in the Bay Area. 30 second video and 60 second audio tapes were given to public affairs directors attending.

3. Lobby Restoration: The Mary A. Crocker Trust has awarded a $12,000 challenge grant if the Friends can match it by June 15. The funds will apply to lighting improvements on the second floor rotunda area and grant staircase. The contractor has given May 16 as the date for demolition in Central Lobby. The two pre-cast concrete counters will be ready for installation at that time.

4. Over 70 small businesses registered for a seminar sponsored by Friends and the Small Business Administration. Proceeds will benefit the Friend's and Business Library.

5. Doris Lessing winds up the third annual lecture series Friday night. It is sold out. Next year's series will include Joyce Carol Oates, Saul Bellow and Paul Theroux.

ADVISORY COMMITTEE FOR THE LIBRARY FOR THE BLIND AND PRINT HANDICAPPED

1. Roberto Esteves introduced Francisco Pinell, the new head of Talking Books, to the Commission.

2. Dr. Rose Resnick has written a second letter to Mayor Feinstein stressing the importance of outfitting the sound booths for the Talking Books Library.

3. The Advisory Committee will be requesting a paid staff position to coordinate volunteers who would provide outreach services to hospitals and convalescent homes by providing them with print and talking books.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1327, this was seconded by Commissioner Stern and unanimously approved.

RESOLUTION #1327

APPROVED, Non-Civil Service Termporary and re-certification of temporary appointments made during the month of March, 1984,

temporary appointments made during the month of March, 1984, and also resignations of Non-Civil Service, temporary and part-time positions made during the month of March, 1984.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. It was moved by Commissioner Stong seconded by Commissioner Jebe and unanimously approved that Resolution #1328 be adopted.

RESOLUTION #1328

AUTHORIZING LIBRARY TO APPLY FOR, ACCEPT AND EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1983-84

WHEREAS, The Board of Supervisors of the City and County of San Francisco approved the application to expend Federal Library Services and Construction Act funds through the California State Library system for continued operation of its reference project, the Bay Area Reference Center by Resolution #502-83 dated June 13, 1983; and

WHEREAS, The California State Library has authorized Grant #40-0417 (Amendment #1) be extended from July, 1984 through September, 1984, in order to change from the state fiscal year (July-June) to the federal fiscal year (October-September) for Library Services and Construction Act purposes only; now therefore be it

RESOLVED, That the San Francisco Public Library is authorized to apply for, accept and expend funds, including interest received thereon, in the amount of $99,575 for continuation of the Bay Area Reference Center through September, 1984; and be it

FURTHER RESOLVED, That this approval shall not commit the City & County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, That there are indirect costs of 5% contained in the budget of this grant.

2. It was moved by Commissioner Stong, seconded by Commissioner Richardson and unanimously approved that Resolution #1329 be adopted.

RESOLUTION #1329

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO APPLY FOR AND ACCEPT LIBRARY SERVICES AND CONSTRUCTION ACT FUNDS FOR AN AUTOMATED CIRCULATION SYSTEM FOR THE LIBRARY FOR THE BLIND AND PRINT HANDICAPPED IN SAN FRANCISCO.

WHEREAS, Federal Library Services and Construction Act funds are available for demonstration projects for improving library services for the physically handicapped; and

WHEREAS, The Advisory Committee to the San Francisco Public Library for the Blind and Print Handicapped has given top priority to an automated circulation system for the library; and

WHEREAS, The National Library for the Blind in Washington has devised a microcomputer standard for automation of Libraries for the Blind; and

WHEREAS, The California State Library has invited the San Francisco Public Library to file an application for an automated circulation system for the Blind and Print Handicapped; now therefore,

BE IT RESOLVED, That the San Francisco Public Library Commission is authorized to apply for and accept $60,000 in LSCA funds for a demonstration project of an automated circulation system for the Library for the Blind & Print Handicapped, and, be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, That there are indirect costs of 5% contained in the budget of this grant.

3. Commissioner Stong asked that future resolutions concerning grant funds be sent to the Finance Committee for review before being heard by the full commission.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe reported that Robert Rohlf will be reviewing space needs for an addition to the main library in late May.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. Last Thursday, Evening Magazine on KPIX filmed its anchor segment in the San Francisco History Room.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

COLLECTION DEVELOPMENT
Commissioner Marjorie G. Stern

1. Commissioner Stern reported that there will be a joint committee of the Commission and Friends to work on Collection Development for Special Collections.

   The Collection Development Committee will meet tomorrow at 12:15 PM in the Commission Room.

NEW BUSINESS

1. Commissioner Richardson reported that Miss Effie Lee Morris has been awarded "Bookwoman of the Year" by the National Book Association. She will receive the National award in Washington, D.C. during the ABA Convention in May. The Commissioners will be invited to the local chapter dinner on June 12.

   It was moved by Commissioner Stern, seconded by Commissioner Bransten and unanimously approved that the following resolution be sent to Miss Morris commending her on her most recent achievement.

RESOLUTION #1330

WHEREAS, Effie Lee Morris has been designated as "Bookwoman of the Year" by the Women's National Book Association and the award will be presented at the annual conference of the American Booksellers Association in Washington, D.C., May 26-28, 1984, and

WHEREAS, Effie Lee Morris will be guest of honor at a special dinner of the San Francisco of WNBA on Tuesday, June 12, 1984, and

WHEREAS, Effie Lee Morris served with high professional distinction as Coordinator of Children's Services for the San Francisco Public Library for more than fourteen years, now, therefore,

BE IT RESOLVED, That the San Francisco Public Library Commission hereby commends Effie Lee Morris for this richly deserved national recognition of her outstanding achievements in the field of children's literature and in providing excellent public library services to children.

There being no further business to transact, the April 4, 1984 Library Commission Meeting was adjourned at 5:35 PM

The next regular meeting will be held Tuesday, May 1, 1984 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1327

March 31, 1984

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March be approved:

1240 Assistant Personnel Analyst

Maguire, John P.

3616 Library Technical Assistant I

Ash, Shereen

9920 Public Service Aide

Borromeo, Emilio

3602 Library Page P/T

Charlebois, Gisele
Cox, William
Durning, Timothy
Edelstein, Sue
Hitchman, Brian
Kangas, Nancy
Lee, Bob
Lee, Victor
Mazion, Zandra
Silverman, Maure
Woo, Nancy

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Ng, Timmy
Owens, Phyllis
Ponce de Leon, Jose
Washington, Jill

3630 Librarian I

Prime, Lynn

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376
2
5/84

DOCUMENTS DEPT.
MAY 10 1984
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
May 1, 1984

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, May 1, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson and Stong.

Commissioner Stern was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Raymundo and unanimously approved that the April 3, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan expressed deep sorrow on the death of Mrs. Eunice Parker, Assistant Chief of Branches, who passed away last Saturday. Mrs. Parker had been a loyal and hard-working librarian ever since she joined the staff in 1950. A quiet hour will be held at 7:00 PM tomorrow at Osborne's Funeral Home. The funeral will be Thursday, May 3 at 10:30 AM at St. Cyprians Episcopal church.

2. Commissioner Jebe will give a talk on the history of Excelsior Branch tommorrow evening at the branch.

3. President Callanan read a letter from Miss Effie Lee Morris thanking Commissioners for the resolution of commendation on her being given the Women's National Book Association Award, as "Bookwoman of the Year".

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Qualified applicants for Coordinator of Children's Services have been screened by a panel of three Bay Area librarians. Eleven applicants will be invited to participate in the oral examination on May 11th.

SECRETARY'S REPORT
Mr. Richard Walsh

1. The presidential primary is June 5th. Bernal, Golden Gate Valley, Marina, Noe Valley and Presido branches will be used as polling places by the Registrar of Voters.

2. The 6.2 earthquake of April 24th did little damage to library buildings. Mission branch suffered some new exterior cracks and loose roof tiles; a pathway at Presido branch was raised. Corrective action will be taken by the Department of Public Works.

3. Daniel Solomon and Associates have informed the library that remodeling of the main lobby will not begin on May 14th. The project is delayed for at least two weeks.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. None.

FRIEND'S OF THE LIBRARY

1. Twentieth annual Book Sale begins on Thursday, May 10th at Fort Mason with the Purchase Preview, free to members of the Friends and open to the public for a $5 donation. Thursday will feature an auction of rare first editions. The sale continues free of charge Friday and Saturday from 10AM to 5PM and Sunday 10AM to 4PM.

2. The eighth tutor training series of Project Read will be held in May. As of April 11th there were 154 trained volunteers and 114 volunteers waiting for training (goal is 600); 75 students have been placed and 18 are waiting to be placed (goal is 900).

3. Lecture Series begins in September and includes Joyce Carol Oates, Saul Bello, M.F.K. Fisher, Paul Theroux, Garrison Keillor, Anne Beattie and Russell Baker. This year's series netted $20,230.

4. A grant of $12,000 has been received from the George F. Jewett Foundation to continue funding City Guides for 1984/85. Mayor Feinstein has designated the Guides as the official guides for San Francisco during the Democratic Convention.

5. Beatrice Bowles has volunteered to form a steering committee to plan a fund-raising event to celebrate the completion of the Main Lobby phase.

6. The Board of Directors approved the establishment of a joint Commission/Friends Committee to promote and strengthen Special Collections.

ADVISORY COMMITTEE FOR THE LIBRARY
FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1327, this was seconded by Commissioner Richardson and unanimously approved.

RESOLUTION #1331

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of April, 1984. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of April, 1984.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that Resolution #1332 be adopted.

RESOLUTION #1332

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO APPLY FOR, ACCEPT AND EXPEND FEDERAL FUNDS AVAILABLE THROUGH THE CALIFORNIA STATE LIBRARY FROM TITLE I OF THE LIBRARY SERVICES AND CONSTRUCTION ACT FOR MAJOR URBAN RESOURCE LIBRARIES.

WHEREAS, The California State Library has federal Library Service and Construction Act funds available to support Major Urban Resource Libraries; and

WHEREAS, The San Francisco Public Library wishes to submit an application to the State of California to be designated as a Major Urban Resource Library; and

WHEREAS, The San Francisco Public Library is eligible for those funds as a city with a population of 100,00 or more; now, therefore be it

RESOLVED, That the San Francisco Public Library is authorized to apply for, accept and expend $14,870 of federal funding for designated Major Urban Resource Libraries' and, be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. The Planning and Operations Committee met on April 17th at 12:15PM in the Commission Room. Present were Commissioner Jebe, Chair;

Commissioners Stern and Stong.

The Committee discussed the remodeling of the public restrooms on the first floor of the main library.

Action: Approve plans as submitted.

Today it was moved by Commissioner Jebe seconded by Commissioner Bransten and unanimously approved that the plans for the restrooms be accepted.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. The Automation Committee met on April 18th at 12:15 PM in the Commission Room. Present were Commissioner Bransten, Chair; Commissioners Raymundo and Stern.

The following minutes were submitted.

A. Tim Williams reported that new CLSI programs were loaded in late February. Principle features include: more space to describe each title; more ways to access each title; new programs for handling materials which patrons report lost or claim to have been returned; improvements to existing programs for catching patrons whose cards have expired.

New equipment was installed in mid March which is more efficient and useful and will minimize downtime.

B. Nancy Musser reported on the National Online Meeting held in New York on April 10-13.

This meeting included program on both the use of commercially produced data bases and on the construction of in-house data bases. Advantages of the commercially produced data bases are the large numbers of access points available for searching and the possibility of full text searching. Disadvantages are the cost of a search (average cost is $102./hour) and the need to construct a detailed search strategy. Lawyers are the largest group using these services with public libraries in fifth place.

In constructing an in-house catalog which will be made available to the public for searching free of charge, cost is a major consideration. Original cataloging now costs an average of $40 a title at SFPL. Adding additional access points would increase that cost. Also an OPAC (Online Public Access Catalog) must be easy to use and not require sophisticated search arguments.

The uses of videodisc technology in libraries is being investigated by the Library of Congress since it would enable libraries to store a billion characters of information on one side of a 12" disc. This would mean that a library could sotre its entire catalog on one disc or all of its serials on a single shelf of storage.

Acquisitons systems are now coming on the market which will enable a library to place an order to a vendor online using basically the ISBN number and the vendor code. A system of this type would not be part of an intergrated in-house system, but it would reduce typing and filing and would make the order file accessible at multiple location.

OPAC Demonstration

Our OPAC demonstration has been approved by the City's Electronic Information Services Priorities Committee (EISPC).

C. Pat Stewart reported on searching Infobank and full text files on Nexis.

Since 1981, SFPL's Computer-Assisted Information Service has had access to the New York Times' database "Infobank". Access to this system is a high priority because of the frequent need

for comprehensive coverage of news, biography and popular culture. "Infobank" covers current affairs, business, economic, social and political information from selected articles in some 60 newspapers, magazines, scientific and financial periodicals from 1969 to the present. Selective articles have been indexed from the "San Francisco Chronicle" since 1976 and from the Los Angeles Times since 1974. Other regional newspapers are also included. Among the other publications abstracted for "Infobank" are "Business Week", "Editor & Publisher", "Fortune", "Harvard Business Review", "Scientific American", "California Journal", "Current Biography", "Variety", and "Newsweek".

Last year the New York Times sold distribution rights to "Infobank" to Mead Data Central. Mead also produces "Nexis", a full-text news retrieval service. Besides distributing the full-text New York Times database, Mead has said that it will continue to produce and distribute "Infobank" the only file on "Nexis" containing indexing.

Since the addition of the full-text "New York Times", "Nexis" has added other important news and current events sources. Recently Mead announced that it had signed a contract with Time Inc., making it the first vendor to put online the full text of the publicher's seven magazines: "Time", "Fortune", "Sports Illustrated", "Money", "Discover", "People", and "Life". The complete editorial content of each new issue will be updated into "Nexis" within two days from the cover date. These

new files are expected to be up by mid-year. Already available on "Nexis" are full-text of dozens of newspapers, including the "Financial Times", "Manchaster Guardian", "Christian Science Minitor" and "BBC Summary of World Broadcasts and Monitoring Reports". Newsires include AP, UPI, Reuters, and Xinhua (New China) News Agency as well as half a dozen others. Nearly one hundred magazines and newsletters are now included on the "Nexis" files, including some expensive trade newsletters such as "Platt's Oilgram News" which the Library does not presently subscribe to in paper form.

COLLECTION DEVELOPMENT
Commissioner Marjorie G. Stern

1. Commissioner Stong reported that the committee met on April 4th at 12:15 PM in the Commission Room. The combined committee of Commissioners and Friends is successful and worthwhile. The next meeting has been scheduled for June 6th at 12:15 PM in the Commission Room.

NEW BUSINESS

1. Commissioner Jebe attended the showing of the film "The Eleanor Roosevelt Story" at Golden Gate Valley on April 11th. He thanked Betty Schwabacher for her graciousness. He also asked that because the film is well done that it be shown in all interested branches.

2. It was moved by Commissioner Richardson, seconded by Commissioner Stong and unanimously approved that a resolution be prepared and sent of Gilbert McNamee congratulating him on his recent retirement.

3. President Callanan asked that a letter be sent to the family of Mrs. Eunice Parker expressing the Commissions sincere sorrow at her passing and noting that she will be greatly missed.

There being no further business to transact, the May 1, 1984 Library Commission Meeting was adjourned in memory of Eunice Parker.

The next regular meeting will be held Tuesday, June 5, 1984 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1331

April 30, 1984

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April be approved:

1652 Senior Accountant
Lew, Samuel

3602 Library Page P/T

Armstrong, Engrid
Chow, Heather
Haber, Brian
Herbert, Susan
Kung, Siu
Lau, Gary
Lu, Roger
McGinnis, Jacqueline
Orgeron, Brad
Wellnitz, Anthony
Yee, Michael

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Foley, Kevin
Hamadani, Mahmoud
Murray, Sydney
Reese, Kitty
Szeto, Francis
To, Michael
Wilson, Haven

Documents Department

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DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
June 5, 1984

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, June 5, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Stong, seconded by Commissioner Raymundo and unanimously approved that the May 1, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan reported that the June 1 program beginning Philippine-American Cultural Week was extremely enjoyable. He thanked Dalisay Bocobo-Balunsat for her efforts in making the event so successful.

2. Commissioners are encouraged to contact members of the Board of Supervisors Finance Committee urging them to pass the library's budget as submitted by Mayor Feinstein and also to remind them that they may increase the book budget request.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. May 16 was CLA Legislation Day in Sacramento. 200 librarians, trustees and commissioners visited legislative offices with messages of budget augmentation including an additional appropriation under SB358 which would bring it to its full funding of $279 million and for approval of the Tom Bates bill which would add $3.4 million to the statewide literacy program.

2. The library's budget request will be heard by the Finance Committee of the Board of Supervisors on June 19 beginning at 1:30 PM. The library is item 6 on the agenda.

3. Commissioners are invited to a reception on June 28 in the San Francisco Room which will honor staff members who retired between July 1, 1984 and June 30, 1984.

SECRETARY'S REPORT
Richard Walsh

1. The reception for Filipino Artists, Writers and Performers will be held at noon, June 15 in the Commission Room.

2. On the recommendation of the Secretary, it was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the main library be closed Sunday, June 24, Gay freedom Day.

3. Daniel Solomon has advised us that lobby renovation will begin on July 23. The project will take two months to complete.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Karen Scannell reported that plans have begun for a 25¢ discount at various city facilities when San Francisco residents present a San Francisco Public Library library card.

FRIENDS OF THE LIBRARY

1. Twentieth annual Book Sale at Fort Mason grossed $39,333 over four days to set a new record. A special silent auction of rare first editions brought in $1,468.

2. Debra Disman will conduct a special storymaking workshop for parents and children, and Beatrice Bowles will spin tales of West Coast ledgends and lore at Fort Mason on Friday, June 15 during the Urban Fair. The storymaking workship continues with a grant of $8,000 from B. Dalton Booksellers.

3. The next training workshop for beginning volunteer tutors runs June 6 & 13, and July 25, 5:30 to 8:30 PM at the West Portal branch.

4. Friends are sponsoring a third annual periodical subscription drive to encourage library patrons to contribute money toward purchase of magazines.

5. A letter and graphically descriptive borchure was sent out to 375 Bay Area businesses soliciting contributions for the lobby remodeling projects. To date the amount of $3,500 has been received. A follow-up telephone campaign is underway.

ADVISORY COMMITTEE FOR THE LIBRARY
FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1333 this was seconded by Commissioner Jebe and unanimously approved.

RESOLUTION #1333

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of May, 1984. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of May, 1984.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that Resolution #1334 be adopted.

RESOLUTION #1334

RESOLVED, That the Library Commission hereby authorizes the attendance of Carol Coon, James Lim and Kay Roberts at the On-line 84 Conference and Exposition, San Francisco, October 29, 30, & 31; expenses to be paid from the Bay Area Reference Center funds, 1983-84, as such funds permit.

2. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that Resolution #1335 be adopted.

RESOLUTION #1335

AUTHORIZING THE CITY LIBRARIAN TO APPLY FOR, ACCEPT AND EXPEND FUNDS AVAILABLE FROM TITLE I OF THE LIBRARY SERVICES AND CONSTRUCTION ACT FOR FUTHER DEVELOPMENT OF THE LIBRARY'S ETHNIC MATERIALS COLLECTIONS.

WHEREAS, The California State Library has made funds available from Title I of the Library Services and Construction Act for the development of ethnic collections in local public libraries, and

WHEREAS, The San Francisco Public Library has heavy demand for ethnic materials, including materials in foreign languages and in ethnic history and tradition, now therefore

BE IT RESOLVED, That the City Librarian be authorized to apply for, accept and expend $33,035 for further development of its ethnic materials collections and

BE IT FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. Robert Rohlf visited the main library on June 1 & 2 to review space needs. Calvin Malone, City Planning, has asked that serious review for additional space be given to the 45 Hyde Street site.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

COLLECTION DEVELOPMENT COMMITTEE
Commissioner Marjorie G. Stern

1. The Collection Development Committee will meet tomorrow, June 4, at 12:15 PM in the Commission Room.

2. Johanna Goldschmidt continues her series of lectures cosponsored by the Pacific Center for the Book Arts and the Friends of the Library.

3. The last issue of Urban Libraries Exchange has an excellent article about current literacy campaigns throughout the country.

NEW BUSINESS

1. There will be no commission meeting during the month of August.

There being no further business to transact, the June 5, 1984 Commission meeting was adjourned at 5:10 PM.

The next regular meeting of the Commission will be at 4:30 PM on July 3, 1984 in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1333

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May be approved:

1430 Transcriber Typist

Wellnitz, Anthony

3630 Librarian I

Regner, Anne
Turitz, Mitch

3602 Library Page P/T

Aiello, Janine
Burke, Christine
Chow, Genie
Costa, Carlos
Espil, Annette
Flamenco, Jose
Hall, Demetrius
Meyer, Leonard
Miller, Ronnie
Neves, Lawrence
Scannell, Chris
Tang, Abraham
Young, Burrell
Young, Kenneth

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Carlson, Evan
Edelstein, Sue
Harvey, Stacy
Mahoney, James
Steigerwald, Michael
Whitman, Robin

Documents Department

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
July 3, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, July 3, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Callanan, Jebe, Raymundo, Stern and Stong.

Commissioners Bransten and Richardson were excused.

It was moved by Commissioner Raymundo, seconded by Commissioner Stong and unanimously approved that the June 5, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan expressed his sorrow on the death of Kay Schmulowitz on June 6. She bequeathed $25,000 as a perpetual fund to the Friends of the Library. The net income will be used for the care and addition to Scowah (Schmulowitz Collection of Wit & Humor).

   It was moved by Commissioner Callanan seconded by Commissioner Stern and unanimously approved that a resolution be sent to her survivors expressing appreciation for her years of generous support to the library.

   Commissioner Stern read a letter she received from Miss Schmolowitz's niece.

2. President Callanan distributed various materials he recently collected from the New York Public Library and the Library of Congress.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Edel Raith, head of General Reference Department, retired last month after serving 42 years with the library. Dalisay Boccobo-Balunsat, General Reference Department, also retired with more than 25 years of service with the library.

2. Robert H. Rohlf has sent his report on space needs in the Main Library. His report clearly establishes the need for a library addition in Marshall Square.

3. Terri Simpson reported that the Finance Committee of the Board of Supervisors heard the librarys budget request today. They approved six of seven new positions. They did not approve the senior accountant position, they eliminated the operations analyst which the library has had since 1977, but they did increase the book budget by $300,000.

The budget will be heard by the full board on July 9.

SECRETARY'S REPORT
Richard Walsh

1. Demolition of the main lobby circulation area will begin July 23. Completion time for the project is two months.

2. Tom Cowen, Daniel Soloman Associates, reviewed plans for restroom remodelling. Commissioner Jebe expressed his concern over the type of granite proposed for the restrooms. Mr. Cowen will send samples of the granite to Commissioners on Thursday. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that the plans for the restrooms be approved as submitted pending commission satisfaction on the quality of the granite.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Roberto Esteves reported that Video/Deaf Services is open six days a week and the collection is now on CLSI.

FRIENDS OF THE LIBRARY

1. The next mini book sale will be held at Fort Mason on July 15 from 11-4 PM.

2. Trish Purcell is the trainer of the July tutor training workshop for Project Read.

3. $5,450 has been contributed from 21 businesses to match the $12,000 Mary A. Crocker trust challenge grant for lobby restoration. A committee has begun planning for a November 1985 gala event to celebrate the Main Library restoration work to date.

4. A run for the Library event is being planned for National Library Week, April 14, 1985.

5. Designated official city guides for the city during the Convention volunteers are readying several special neighborhood walks for delegated and guests.

KEEP LIBRARIES ALIVE

1. At the annual KLA meeting in June, Toby Levine and Jerome Garchik were elected to the board. The board of KLA will be expanded from 11 to 19 members.

ADVISORY COMMITTEE FOR THE LIBRARY TO THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1336, this was seconded by Commissioner Jebe and unanomously approved.

RESOLUTION #1336

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of June, 1984. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of June, 1984.

2. The Personnel Committee will meet in Executive session later this month to discuss a letter sent by Frank Jasko.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. No report.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. No report

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE on SPECIAL COLLECTIONS

1. The committee met on June 6 at 12:15 PM in the Special Collections Department. Various procedures were discussed for authorizing the purchase of materials. All gifts to Special Collections will be acknowledged by Johanna Goldschmid.

   The status of the NEH proposal for a two or three year project to catalog all items in special collections is unknown. Efforts to fund retrospective cataloging of the backlog should continue. All purchased materials are routinely cataloged and substantial inroads on gift materials, the Holmes collection for example, have been made. About 6,000 volumes remain to be done.

   Andrew Hoyem will see if John Dreyfus could spend two or three days in the department and, using the shelf list and the books, write a bibliographic essay on the collections.

   The next meeting is cheduled for Thursday, July 12, at noon in the department.

NEW BUSINESS

1. None.

There being no further business to transact, the July 3, 1984 Commission meeting was adjourned at 5:50 PM.

The next regular meeting of the Commission will be held at 4:30 PM on September 4, 1984 in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1336

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June be approved:

3602 Library Page P/T

Alawi, Ahmed
Burnette, Lyndonna
Cabanela, Amadeo
Chin, Daniel
Colaco, Penny
Costa, Carlos
Dua, Monica
Espil, Annette
Fisher, Andrew
Friedman, Jody
Hayes, Beverly
Jones, Michael
Juarez, Margarita
Knightlinger, Peter
Lee, Gilbert
Nordin, Paul
Tran, Toan
Walker, Julitha
Walrath, Erich
Watts, Michael
Wilson, Tamara
Wong, Judy
Wong, Susan
Young, Burrell

3630 Librarian I

Hotta, Ann
Swanson, Dawn
Peck, Lawrence
Jasko, Franklin

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Chow, Katie
Dinkins, Angela
Feliciano, Theresa
Fung, John
Goldstein, Daniel
Lee, Bob
Mah, Lisa
McGinnis, Jacqueline
Silverman, Maure

1430 Transcriber Typist

Wellnitz, Anthony

Documents Department

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Minutes

DOCUMENTS DEPT.
SEP 13 1984
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
September 4, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, September 4, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by Commissioner Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson and Stong.

Commissioner Stern was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Raymundo and unanimously approved that the July 3, 1984 Commission minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan commented on the success of the lobby renovation project. The groundbreaking ceremony on August 20 was well attended by the press. The Bowles family generosity and participation is very appreciated by the Commission, staff and patrons of the main library.

2. He read a letter from Margaret Radke who thanked the Commission for the ban on smoking in the main library rotunda area. She also asked that smoking not be permitted in any public area in the main.

   It was moved by Commissioner Bransten, seconded by Commissioner Jebe and unanimously approved that smoking be prohibited in all public areas in the main library effective with the completion of the lobby renovation.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Terri Simpson reviewed MBO statistics for 1983-84. Highlights included 40% of library card holders are recorded on CLSI and 3.83 library materials per capita were circulated.

2. Nancy Musser explained that while only one MBO goal was met last year, more books have been processed and more have been bound last year than in the previous year.

3. Karen Scannell presented branch statistics. Each branch had different goals. Commissioner Stong noted that it was difficult to determine how individual branches are meeting their goals since the previous years statistics were not included. Mrs. Scannell will try a different computer print-out format to obtain a better comparison of the branches.

4. MBO statistics for the main library have not been completed. Mr. Ramirez will send them to the Commissioners later this week.

5. Commissioner Stern has been elected Secretary to the Urban Libraries Council.

6. The library has been named as a beneficiary in the will of Miss Hagopian who worked briefly at the library in the early 1960's.

SECRETARY'S REPORT
Mr. Richard Walsh

1. Dan Solomon presented final drawings and tile samples for the remodeling of the restrooms in the main. After discussion, it was moved by Commissioner Bransten, seconded by Commissioner Stong and unanimously approved that the plans for the restrooms be accepted as presented.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Florence Mitchell introduced the officers of the Librarians Alliance, a new staff organization. Officers are Florence Mitchell, President; Margaret Kavanaugh, Vice-President; Tibby Storey and Joan Jackson, Co-Secretaries.

2. Mr. Ramirez introduced Dolores Gater, head of the History department and Adelia Lines head of the General Reference to the Commission.

San Francisco Public Library
Commission Meeting
September 4, 1984

FRIENDS OF THE LIBRARY REPORT

1. Acting Mayor John Molinari, Commission President Edward Callanan, City Librarian John Frantz, Friends President Kay Taylor, and members of the Bowles family participated in the groundbreaking ceremony launching the central lobby renovation project on Monday, August 20. Estimated completion date for the first phase is the end of October.

2. Since October 1983, nearly 150 volunteers and 175 adults wishing to improve their reading have enrolled in Project Read. Both daytime and evening tutoring classes are offered in late September and early October.

3. A new eight week City Guides volunteer training course starts September 15 and runs through January. Volunteer guides give 8-10 hours monthly for a two-year commitment. In addition to the regular schedule, special neighborhood walks are planned in October.

4. Judith A. Feldman, legislative analyst for Chevron Chemical Co. is the new Secretary of the Board of Directors.

5. Special repeat appearance of M.F.K. Fisher on September 21 precedes the opening of the lecture series on October 9 with Joyce Carol Oates. Garrison Keillor single tickets are sold out and others are going fast. Chevron USA made a $2,500 grant to help support the series.

6. Mini-book sales are scheduled for Sundays, September 9, October 7, and November 11th at Fort Mason.

ADVISORY COMMITTEE FOR THE LIBRARY FOR THE BLIND AND PRINT HANDICAPPED

1. Winifred Downing reported that Talking Books has not had a librarian since June 15. Five different librarians have worked in this department in the last two years. She suggested that the current vacancy be advertised through the national library services for the blind network.

2. Mrs. Downing noted that Fresno library has a Librarian III in charge of their talking books.

3. The Advisory Committee has two new members. Bill Gibbons and Harriett Fielding have replaced Pamela Santos and Larry Broussal.

4. Mr. Frantz explained that the vacant librarian position is in the process of being upgraded from a Librarian I to a Librarian II. The recent turnover in librarians is due to promotional opportunities. Future appointments must be made from the current list of eligibles certified by the Civil Service Commission.

REPORTS OF STANDING COMMITTEES
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Raymundo moved the adoption of Resolution #1337, this was seconded by Commissioner Richardson and unanimously approved.

RESOLUTION #1337

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the months of July and August, 1984. Also resignations of Civil Service Temporary and part-time positions made during the months of July and August, 1984.

FINANCE COMMITTEE

1. It was moved by Commissioner Stong, seconded by Commissioner Richardson and unanimously approved that Resolution #1338 be adopted.

RESOLUTION #1338

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1984-85.

WHEREAS, The Board of Supervisors of the City and County of San Francisco approved the application for funds for the Federal Library Services and Construction Act for the continued operation of its reference project, the Bay Area Reference Center by Resolution #235-84, dated April 6, 1984; and

WHEREAS, The San Francisco Public Library has received approval by the State Library of funding in the amount of $423,800; now therefore be it,

RESOLVED, That the San Francisco Public Library is authorized to expend this amount, plus interest earned thereon, for fiscal year 1984/85, and be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and be it

FURTHER RESOLVED, That there are indirect costs of 5% contained in the budget of this grant.

2. It was moved by Commissioner Stong, seconded by Commissioner Richardson and unanimously approved that Resolution #1339 be adopted.

RESOLUTION #1339

AUTHORIZING THE CITY LIBRARIAN TO APPLY FOR, ACCEPT AND EXPEND FUNDS AVAILABLE FROM CALIFORNIA LIBRARY SERVICES ACT FOR CONTINUATION OF PROJECT READ.

WHEREAS, The California Library Services Board has invited existing literacy services projects funded by the Library Services and Construction Act to continue to provide their services under California Library Services Act funding through June 1985, and

WHEREAS, The San Francisco Public Library is eligible to apply for funds to extend the operation of Project Read, a community-based adult literacy program in San Francisco, for six month, now therefore,

BE IT RESOLVED, That the City Librarian is authorized to apply for, accept, and expend an amount not to exceed $100,000 of California Library Services Act funds for the continuation of Project Read through June 1985, and

BE IT FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. No report.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

COLLECTION DEVELOPMENT COMMITTEE
Commissioner Marjorie G. Stern

1. No report.

NEW BUSINESS

1. Everyone was invited to vigorously oppose State Proposition 36.

There being no further business to transact, the September 4, 1984 Library Commission Meeting was adjourned at 5:35 PM.

The next regular meeting will be held Tuesday, October 2, 1984 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION #1337

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August be approved:

1424 Clerk Typist

Conway, Fe

3602 Library Page

Barron, William
Costa, Carlos
Landry, David
Pooler, Bart

3610 Library Assistant

Sanabria, Alvaro

3630 Librarian I

Ahern, Carolyn
Grimes, Andrea
Lewandowski, Joseph
Straight, John

3632 Librarian II

Kenny, John

3634 Librarian III

Gater, Dolores

3602 Library Page Part-time

Alejandro, Zenaida
Carroll, Kathleen
Epps, Phillip
Espanol, Angeli
Koren, Sheila
Kwong, Peter
Landgraf, Lisa
Lee, Lillian
Murillo, Sonia
Ow, Milton
Stein, Lisa
Sweet, Heidi
Tran, Sinh

3640 Coordinator, Children's Services

Sullivan, Patricia

7355 Truck Driver

Oldham, Troy

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page Part-time

Alehandro, Zenaida
Cabanela, Amadeo
Chen, Linda
Colaco, Penny
Esteves, Alfonso
Gerber, Jerry
Jones, Michael
Kaye, Sandy
Lacques, Madeline
Lee, Brandon
Lee, Gilbert
Lu, Roger
Poon, Helen
Scannell, Chris
Sene, May
Tennyson, Claudia
Tran, Toan
Wong, Ricky

3630 Librarian I

Jasko, Franklin

DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
October 2, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 2, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by Commissioner Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Richardson, Stern and Stong.

Commissioner Raymundo was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Jebe and unanimously approved that the September 4, 1984 Commission Meeting minutes be accepted with the following change:

Page 2,

3. Karen Scannell presented branch statistics. Each Branch had differnent goals. Commissioner Stong noted that it was difficult to determine how individual branches are meeting their goals since the previous years statistics and MBO targets were not included. Mrs. Scannell will try a different computer printout format to obtain a better comparison of branches.

CITY LIBRARIAN'S REPORT
Mr. William Ramirez
for
Mr. John C. Frantz

1. Mr. Ramirez reviewed the current list of prohibited activities in the library. It was moved by Commissioner Jebe, seconded by Commissioner Stong and unanimously approved (pending final approval by the City Attorney) that the following activities also be prohibited:

-Smoking

-Leaving children under the age of 6 unattended by a parent, guardian or other authorized person

SECRETARY'S REPORT
Mr. Richard Walsh

1. The lobby project is on schedule and should be completed by the end of this month.

2. The Simon Bolivar statue that was to be placed on Fulton Street will instead be installed on the West end of the United Nations Plaza.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. None.

FRIENDS OF THE LIBRARY REPORT

1. Shirley Lowes is coordinator of a Friends-underwritten 10K certified and 2 mile Fun Run for the library to kick-off National Library Week on Sunday, April 14, 1985. Corporate sponsors are being sought. Purposes are to raise funds, publicize the Library and promote Friends' membership.

2. The Board approved $1,500 for the purchase of furniture for 45 Hyde Staff Room, and $1,500 for paperback books for children in healthcare centers and hospitals under the Reading Is Fund-damental program.

3. Over 300 people have joined the Friends since August 1 as the result of a water bill insert. A 25% discount at Bookmania coupon will go out to all members renewing or joining before December 1.

4. Thirty trainees are enrolled in the City Guides eighth class for volunteer tour guides, who are expected to give 8-10 hours monthly for a two year period. In addition to the regular schedule, special neighborhood walks are slated for October.

KEEP LIBRARIES ALIVE

1. K.L.A. members voted last week to oppose state propositions 36 (the Jarvis "Save 13" Initiative) and 41 (Public Aid and Medical Assistance Programs). KLA will do a mailing toFriends and other KLA supporters detailing opposition to these two measures. Commissioners were asked to speak against these two propositions.

ADVISORY COMMITTEE
for
THE LIBRARY FOR THE BLIND & PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES
PERSONNEL COMMITTEE
Commissioner Lucio C. Raymundo

1. Commissioner Jebe moved the adoption of Resolution #1340, this was seconded by Commissioner Richardson and unanimously approved.

RESOLUTION #1340

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of September, 1984. Also resignations of Civil Service temporary and part-time positions made during the month of September, 1984.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. It was moved by Commissioner Stong, seconded by Commissioner Jebe, and unanimously approved that Resolution #1341 be adopted.

RESOLUTION #1341

RESOLVED, That the Real Estate Department is authorized to solicit bids for the gas and oil rights to 40 Acres, Kern County, E 1/2 of W 1/2 of NW 1/4 of Section 22, to 29S, R. 21E, M.D.B. & M. containing 40 acres, more or less.

2. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that Resolution #1342 be adopted.

RESOLUTION #1342

1. RESOLVED, That the Library Commission hereby authorizes the attendance of Roberto Esteves at the "PC Networks" workshop October 25th at Brooks Hall in San Francisco, expenses to be paid from READS Demonstration Project, as such funds permit.

JOINT COMMITTEE
on
SPECIAL COLLECTIONS

1. The committee will meet Thursday, October 4, 1984 at 12:15 PM in the Rare Books Room.

PUBLIC RELATIONS COMMITTEE

Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE

Commissioner Edward Bransten

1. No report.

PLANNING & OPERATIONS COMMITTEE

Commissioner Walter G. Jebe

1. No report.

NEW BUSINESS

1. Commissioner Stern asked for a status report on what has been done to implement Robert H. Rohlf's letter relating to the development of a library program. Mr. Ramirez reported that he is working with department heads on developing a building program statement. Commissioner Stern stressed the importance of developing the program by Christmas.

   Commissioner Stong explained how an academic program in a university is developed and suggested the library's program be constructed in a similar manner.

   Mr. Ramirez will submit a preliminary report as soon as possible.

2. Commissioner Stong asked Mr. Ramirez to continue to monitor use of various signs in the main and to insure signage conformity upon completion of the lobby.

There being no further business to transact, the October 2, 1984 Library Commission Meeting was adjourned at 5:35 PM in memory of Mattie Davis, Library Technician II, Portola branch, who passed away on October 1.

The next regular meeting will be held Wednesday 7, 1984 at 4:30 PM in the Main Library.

Respectfully submitted.

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION 1340

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September be approved:

3602 Library Page P/T

Chung, Kenny
Denton, Joan
Fong, Billie
Hung, Sho-Ann
Li, Karen
Persechino, Donna
Pollizzi, Joanne
Potanovic, Elizabeth
Provost, Steven
Tran, Hung V.
Tubao, Richenda

3632 Librarian II

Cohen, Inez
Heverly, Martha

3634 Librarian III

Lines, Adelia

3630 Librarian I

Harloe, Susan
Kozak, Carla
Molloy, Molly
Sykes, Vivian

3610 Library Assistant

Chan, Jun Jun
Vassallo, Norberto

1426 Senior Clerk Typist

Ao, Clare Sok Fun

2708 Custodian

Tano, Rey

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Burke, Christine
Chan, Allan
Espanol, Angeli
Hughes, Shelley
Ko, Flora
Kung, Slu
Mazion, Zandra
Solis, Tino
Yip, Warren
Scholze, Marilyn

3630 Librarian I

Ahern, Carolyn

Documents Department

DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
November 7, 1984

The regular meeting of the San Francisco Public Library Commission was held Wednesday, November 7, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Callanan, Jebe, Raymundo, Stern and Stong.

Commissioners Bransten and Richardson were excused.

It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that the October 2, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. Neel Parikh was introduced to the Commission. Ms. Parikh started working on October 15th as the Coordinator of Childrens Services.

2. Terri Simpson highlighted Mayor Feinsteins letter which reviewed FY 83-84 MBO Statistics. (Copy of Mayor Feinsteins letter is attached to the file copy of these minutes.)

3. Betty Lim, Mayor's Office, complimented the Commission on a comprehensive and reliable MBO program.

4. Commissioner Callanan invited everyone to attend the reception for the Pacific Center for the Book Arts this evening from 5:30 - 8:00 PM in the Rare Books Room.

5. President Callanan has received a discrimination complaint from a staff member. The letter was referred to the Personnel Committee. The Personnel Committee will meet in executive session on November 15, immediately following the regular Personnel Committee meeting at 4:00 PM to discuss this matter.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz commended Sally Brunn, Neel Parikh and everyone who worked so hard in defeating state propositions 36 and 41.

2. He also commended William Ramirez, Richard Walsh, security guards and staff of the Registration/Circulation Department for their excel-

lent planning and organization during the main lobby remodeling. Although everyone was inconvenienced during the past two months, he received no complaints.

3. Mr. Ramirez asked commission approval of the following changes to library borrowers rules.

   It was moved by Commissioner Stong seconded by Commissioner Jebe and unanimously approved that this change in wording be accepted.

MILITARY CARDS

San Francisco-based military personnel and individual members of their families may have library cards issued for one year. These cards will be marked MILITARY. Below is a list of military stations that the Presidio considers part of San Francisco.

Fort Baker	Fort Scott
Fort Barry	Presidio of San Francisco
Fort Cronkhite	Treasure Island Navel Station
Fort Mason	

5. Mr. Ramirez reviewed 1st quarter 1984/85 MBO statistics. Circulation has increased since the same period last year, while unit costs have decreased.

6. Mr. Ramirez has sent a survey to main library personnel which will help prepare for the development of a building program statement. he should have all responses to the survey by November 13.

7. Mr. Frantz reported that the Title I appropriation for LSCA in fiscal year 1984-85 was increased $10 million over last year for a total of $75 million.

   He also noted that LSCA had been amended and extended through fiscal year 1988-89. Amendments include three new titles providing funds for materials and library services to Native Americans (Title IV), foreign languages (Title V), and adult illiterates (Title VI).

SECRETARY'S REPORT
Richard Walsh

1. Remodeling of the central lobby will be completed within two weeks.

2. Remodeling projects at Marina, Presido and Chinatown are in various stages of completion. Chinatown has opened the new childrens room and moved all childrens materials from upstairs to downstairs in one day.

LIBRARIAN'S GUILD

1. Joan Goldman asked the Commission to consider time off for staff prior to Christmas Day and New Year's Day.

   President Callanan referred this matter to the Personnel Committee and the Commission voted to empower it to make a decision relative to time off for Christmas and New Years.

OTHER STAFF REPORTS

1. Roberto Esteves asked the Commission to consider closing the library at 6:00 PM the day before Thanksgiving.

   President Callanan referred this matter to the Personnel Committee and the Commission voted to empower it to make a decision relative to an early closing the day before Thanksgiving.

FRIENDS OF THE LIBRARY REPORT

1. Landmards Advisory Board approved lighting proposal for the second floor rotunda. Friends have offered to contribute $22,000 included $7,000 for development of the proposal, if the City will fund the rest of the $65,000 project.

2. The 10K run planned for National Library Week is shaping up. Kohnke Printing Co. will underwrite all printing needs; Calistoga will donate 100 cases of water; Production Women may donate all typesetting, graphics, and layout; Royal Viking is donating a cruise for 2 as a prize; Levi Strauss may contribute T-shirts. Volunteers are beginning to sign up for the 160 slots they must fill in order to have a well-run event.

3. Project Read director Olive Gamble reported receipt of $93,000 in state funds for the period 1-1-85 to 6-30-85, completion of training of 110 volunteer tutors, and the hiring of a staff person as a community liaison.

4. The special Russian Hill neighborhood walk was featured in the November Sunset magazine. The tour program was written up in the Baltimore Sun by a visitor who had taken one of the tours.

KEEP LIBRARIES ALIVE

1. KLA was extremely busy working for the defeat of Propositions 36 and 41. Over 3,000 letters were sent urging voters to vote NO on these propositions. Commissioner Stong served on the steering committee of NO on proposition 36.

   Commissioners expressed their appreciation to KLA for their extremely successful campaign.

ADVISORY COMMITTEE FOR THE LIBRARY FOR THE BLIND & PRINT HANDICAPPED

1. Commissioner Callanan read a letter from Dr. Rose Resnick requesting commission approval for increasing the membership of the Advisory committee.

   It was moved by Commissioner Stong, seconded by Commissioner Raymundo and unanimously approved that membership for the Advisory Committee for the Blind and Print Handicapped be increased from seven to nine members.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Commissioner Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Jebe and unanimously approved that resolution #1343 be accepted.

RESOLUTION #1343

1. APPROVED, Non-Civil Service Temporary and recertification of Temporary and recertification of Temporary appointments made during the month of October, 1984. Also resignations of Civil Service temporary and part-time positions made during the month of October, 1984.

FINANCE COMMITTEE

Commissioner Mary Louise Stong

1. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that resolution #1344 be accepted.

RESOLUTION #1344

RESOLVED, That the Library Commission hereby authorizes the attendance of Dick Shouse at the California Library Association Annual conference, Los Angeles, CA December 1, 2 and 3, 1984; expenses to be paid from the Bay Area Reference Center funds, 1984-85 as such funds permit.

PLANNING & OPERATIONS COMMITTEE

Commissioner Walter G. Jebe

1. The Planning and Operations Committee will meet Thursday, November 15th at 2:30 PM in the Commission Room.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee met at 12:15 PM on Thursday, October 4th.

2. Mr. Frantz will prepare a draft of guidelines for acquisition procedures and acceptance of gifts.

3. Andrew Hoyem will help develop an initial, specific, illustrative wa nt list.

4. The Holmes and Frost Collections are now fully cataloged. The Fox collection will be checklisted, not cataloged to MARC Grade.

5. Procedures for retrospective cataloging of books were discussed. It was agreed that the first step should be an RLIN search for all titles, flagging those not found. This will reveal the scope and cost of cataloging the remaining titles.

6. It was agreed that the Committee would meet the first Thursday of the month, except for November. The next meeting will be at 12:15 Thursday, December 8.

NEW BUSINESS

!. Commissioner Stong noted the need for the library to include funding for a public information officer in next years budget. The city, not the Friends, should be assuming the cost of publicity and promotions for library activities. Mr. Frantz will try to include this position in next years budget request.

There being no further business to transact, the November 7, 1984 Library Commission Meeting was adjourned at 5:40 PM.

The next regular meeting will be held on Tuesday, December 4th at 4:30 PM

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION 1343

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October be approved:

3602 Library Page P/T

Espil, Annette
Keller, James
Law, Amy
Medina, Julio
Tang, Kam
Wong, Nelson
Zapata, Edgard
Zea, Erik

1404 Clerk

Carmen, Alfredo

2708 Custodian

Coffey, Leon

7426 Elevator Operator

Meyer, Leonard

3610 Library Assistant

Chan, Pauline
Duranczyk, Christiana
Fisher, Jackie
Lee, Bonnie
Wampole, Eileen
Wong, Cindy

3630 Librarian I

Grimes, Andrea
Kato, Pamela
Ow, Pamela

3632 Librarian II

Cady, Steven

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Cheng, Edward
Childers, Bret
Hamilton, Juan
Hung, Joanne
Leung, Catherine
Omran, Emily
Stein, Lisa
Yip, Warren

SF
P76
#2
12/4/84

Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
December 4, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 4, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that the November 7, 1984 Commission Meeting minutes be approved with the following addition:

Page 5. New Business

2. The Friends have requested disposition of the use of the main ladies retiring room so they can begin a fundraiser for refurbishing the area. The matter was referred to the Planning & Operations Committee.

DOCUMENTS DEPT.
DEC 21 1984
SAN FRANCISCO
PUBLIC LIBRARY

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. President Callanan announced the formation of an ad hoc committee for the Sister City Program. San Francisco currently has nine Sister cities: Assisi, Italy; Cork, Ireland; Haifu, Israel; Manila, Phillippines; Osaka, Japan; Seoul, Korea; Shanghai, China; Sydney, Australia; and Taipei, Taiwan.

   Commissioner Callanan appointed Commissioner Bransten, Chair and Commissioners Raymundo and Stern to serve on the ad hoc committee for the Sister City Project. President Callanan will serve as an ex officio member.

2. Commission Bransten detailed Mayor Feinstein's recent trip to Shanghai. He submitted the following statement from the Sister City agreement for the minutes:

   "San Francisco and Shanghai propose the establishment of a Shanghai-San Francisco Friendship Library in Shanghai, and a San Francisco-Shanghai Friendship Library in San Francisco. The library in Shanghai will use part of the already offered donations of 25,000 volumes from

the Asia Foundation and the 16,000 volumes offered by the Foundation for Books to China. A program of regular donations will be developed, using the San Francisco Public Library and local universities and video cassettes of classic American films, business and management training programs and other instructional materials. An equal program will be developed by Shanghai for San Francisco. Details are to be worked out by both sides. An exchange of 30 books will be effected 1985. In addition, both sides will continue to exchange newspapers and magazines. Shanghai will provide China Daily, Beijing Review, China Reconstructs, China Pictorial, and Shanghai Pictorial, while San Francisco provides: Chronicle, Newsweek, Time, Business Week, Fortunes, Foreign Affair, and Foreign Policy."

3. Commissioners Bransten and Stern will meet with the Asia Foundation on December 6 to coordinate the initial exchange.

CITY LIBRARIAN'S REPORT
Karen Scannell
for
John C. Frantz

1. The lobby dedication will take place on Thursday, December 13 at 5:00 PM. A reception will follow in the Lurie Room.

2. On the recommendation of Mrs. Scannell it was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that Chinatown Branch be closed at 5:00 PM on Tuesday February 19 in celebration of Chinese New Year.

SECRETARY'S REPORT
Richard Walsh

1. The dedication of the Simon Bolivar statue in the United Nations Plaza will be held on Thursday, December 6 at 10:30 AM.

2. The security guards have completed a standing operational procedures manual which details library rules, opening and closing procedures, and other related duties.

   It was moved by Commissioner Stong, seconded by Commissioner Bransten, and unanimously approved that the guards be commended for the manual.

LIBRARIAN'S GUILD

1. No report.

Other Staff Reports

1. None.

Friends of the Library

1. Commissioner Callanan was invited to preside at the lobby dedication on December 13.

2. Friends have agreed to underwrite a trial overdue book retrieval program. Weldon & Associates will assume 100 accounts to whom a series of letters requesting return will be sent. If the demonstration is successful, the item could be included in the library's budget.

3. Today, Levi Strauss underwrotea luncheon marking the end of the first year for Project Read and honoring the 250 volunteer tutors in the program.

4. A new $8,000 grant from B. Dalton will enable Friends to extend the popular book making workshops to Portland, Seattle, Los Angeles, and San Diego and Debra Disman travels there to give demonstration worksh ops for children and adults.

5. The lecture series ends for 1984 with Anne Beattie today, and Garrison Keillor on Wednesday, December 12. Keillor is sold out but there are still good seats for Ann Beattie.

KEEP LIBRARIES ALIVE

1. KLA will be planning strategy for support of the librarys FY 85-86 budget. Terri Simpson stated that the initial submission of the budget should be about February 1; department meetings with the mayor will be in mid-April and the budget will be heard by the full board in June.

ADVISORY COMMITTEE FOR THE LIBRARY for the BLIND AND PRINT HANDICAPPED

1. Harriett Fielding reported that the committee met on November 29.

The committee has appointed two new members: Mrs. Eleanor Muller and Ms. Monica Schaff. There is currently one vacancy which hopefully will be filled by an individual interested in the special childrens program.

2. The committee heard Mr. Esteves report on space needs for the year 2010. Ms. Fielding reminded the Commission that visually impaired patrons need a considerable amount of space.

3. The Library of Congress has been asked by the committee to send guidelines to help establish policies and procedures.

4. Roberto Esteves has compiled a questionnaire for the library for the blind which surveys the needs of the patrons. For example, only 160 patrons are receiving Bay Area Soundings while 1,600 patrons are eligible to receive it. Hopefully this survey will help make patrons aware of the variety of services and materials offered at Presidio Branch.

PERSONNEL COMMITTEE
Commissioner Lucio Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Stern and unanimously approved that Resolution #1345 be adopted.

RESOLUTION #1345

APPROVED, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of November, 1984. Also, resignations of Non-Civil Service Temporary and part-time positions made during the month of November, 1984.

2. The Personnel Committee met at 4:00 PM on Thursday, November 15 in the Commission room. Present were Commissioner Raymundo, Chair, and Commissioners Jebe and Richardson.

The Committee voted unanimously to close the library, except Technical Services, on Christmas Eve, December 24, 1984, and to maintain the regular schedule of hours on New Year's Eve, December 31, 1984 and on Wednesday, November 21, 1984.

At 4:10, the Committee convened in executive session to hear a discrimination complaint submitted by David R. Salazar, 3630, at Sunset Branch. The complaint alleges discrimination by the li-

brary which "limits or denies opportunities to qualified persons because of their age, sex, sexual orientation, ethnic origin and other non-merit factors."

The Committee listened to Mr. Salazar's complaint and examined the documentation he submitted. Mr. Murphy, Mr. Ramirez and Mr. Esteves responded to questions of fact asked by Committee members.

The Committee considered the complaint and the documentation privately and made the following recommendations to the Library Commission:

A. Instruct the City Librarian to provide a written assurance to Mr. Salazar that there will be no retaliation against him for filling the complaint and that he will be fully and carefully considered for any future vacancies he may be interested in.

B. Instruct the City Librarian to reactivate the library's affirmative action with a complement of new members.

C. Assign Mr. Salazar to a full-time position.

D. In response to two specific requests by Mr. Salazar, the Committee concluded that an apology is not called for, and that the Commission has no authority to grant a paid administrative leave.

It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved to accept the recommendations of the committee in this matter.

3. Commissioner Stong expressed her appreciation to the staff of the Catalog department for volunteering to work the day before Christmas.

FINANCE COMMITTEE
Commissioner Mary Louise Stong

1. No report.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. The meeting was convened by Commissioner Jebe, Chair, at 2:30 on Thursday, November 15 in the Commission Room. Commissioner Sten was present, Commissioner Stong was excused.

William Ramirez reported on the status of the library's building program statement which is currently being drafted.

Commissioner Stern emphasized the importance of the library as as community information center and that the statement should make this point strongly and clearly.

Other elements of a new building that were discussed included: multi-purpose meeting rooms, one large meeting room with a capacity of 300-400, parking, fire and smoke sensors, centralized periodicals and microforms, and young adult services.

The South of Market and Mission Bay Development planning was discussed in terms of the possible future need for an additional branch library in the area. Commissioner Stern suggested that the Planning Commission be invited to send a staff member to brief the full Commission on the status of planning in the developing areas of the city and their implications for public libraries.

Future use of the area now called the ladies' retiring room was also discussed. Public typewriters and personal computers seemed to be first priority. Remodeling the area would involve carpeting, requiringand some effective accoustical treatment of the walls and ceiling. Until the restroom reconstruction is finished, estimated in August 1985, the public typewriters will probably be dispersed to any available space in the public service areas.

Other topics receiving attention were: completion of the automatic elevator in the fall of 1985, the need to reinstate the position of Public Relations Officer, and the perpetual need to do something about the muddy path from the front door to Fulton Street.

2. Commissioner Jebe invited everyone interested to continue to provide input to the building program statement as it continues to be developed.

PUBLIC RELATIONS
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION COMMITTEE
Commissioner Edward Bransten

1. Chairman Bransten called the meeting to order at 12:20 PM, Friday, November 30th in the Commission Room. Present were the Chairman, Commissioner Stern and Ex officio member President Callanan. Commissioner Raymundo was excused.

   Karen Scannell, Chief of Branches, reported on the status of CLSI in the branches. The six resource branches and the North Beach branch are now on-line and account for about 57% of branch circulation. We expect Anza and Parkside to be up on CLSI on December 10 and December 17 respectively. This will bring online branches to 64% of branch circulation.

   By June 30, 1985, Ortega and Marina are expected to be up and CLSI will then contain about 73% of branch circulation.

   Anne Halderman reported on the availabliity of a program to permit text processing in Chinese and English using an IBM IIe personal computer. She also commenting on a new CJK program for cataloging Chinese, Japanese and Korean materials.

2. The remainder of the meeting was used to discuss the Sister City program which is reported earlier in these minutes.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee met at 12:15 on November 1. The committee toured the catalog department which Commissioner Stern said was extremely interesting.

2. The later part of the meeting was opened to discussion about a statement on the acceptance of gifts and bequests. Work will continue on finalizing this statement.

3. Friends have agreed to hire a consultant to evaluate certain special collections and help write a two year grant for a cataloguer to put the collections on RLIN.

NEW BUSINESS

1. President Callanan appointed Commissioner Stern Chair, Commissioners Jebe and Raymundo to serve on the nominating committee to recommend a slate of officers for next year.

2. Commissioner Stong commented on the parking problem at Marina Branch. She suggested that parking meters be installed in front of the branch. Karen Scannell will investigate the problem of parking at this branch.

The being no further discussion the December 4, 1984 Commission meeting was adjourned at 5:45 PM.

The next meeting will be held Tuesday, January 8, 1985 at 4:30 PM in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

San Francisco Public Library
Commission Meeting
December 4, 1984

RESOLUTION 1345

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November be approved:

3602 Library Page P/T

Goon, Newton
Hamilton, Amy
Harris, Kathryn
Hayden, Mace
Hernandez, Anthony
Knoth, Kathleen
Shen, Jia-Mao
Wong, Sheila

1424 Clerk Typist

Canedo, Consorcia

1630 Account Clerk

Kossman, Anna

3610 Library Assistant

Landry, David

3616 Library Technical Assistant I

Wong, Cindy P.

3630 Librarian I

Goldman, Sheila
Guardino, John
Kelly, Mary

3634 Librarian III

Walton, Joan
Wong, Elsie

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Aiello, Janine
Alawi, Ahmed
Lee, Bruce
Osborne, Kenneth
Seto, Grace
Sorbelli, Michael
Tom, Cathryn
Wayne, Lisa

DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
January 8, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, January 8, 1985 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson and Stern.

Commissioner Stong was excused.

It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the December 4, 1984 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Edward F. Callanan Jr.

1. Mr. Mario Benigni, patron of the Marina Branch, expressed his concerns on the use of space, arrangement of furniture, attendance of childrens programs and authority of the librarian at the branch.

   After lenghty testimony by Mr. Benigni, President Callanan asked the City Librarian to provide the commission and Mr. Benigni with a letter explaining why the childrens section was moved and recent attendance figures of childrens programs.

2. Mr. Frantz has been named San Francisco's 1984 Department Head of the Year. The award was presented to him yesterday by Mayor Feinstein and James Harvey, President of the Transamerica Corporation, whose firm sponsors the award program. President Callanan congratulated Mr. Frantz for this well-deserved award.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mayor Feinstein has requested that each commissioner take invitations from her to various events seriously and to always acknowledge the invitation.

2. The Mayor has said that she expects departments to be operating on work days that are adjacent to holidays. Mr. Frantz told commissioners that this should be taken into account when discussing the possibility of extended days off during the next holiday season.

3. Mr. Ramirez reviewed the progress on the building program statement. A background statement, definition of the problem and outlines of main library functions are complete. Mr. Ramirez attended an LSCA

Title II Workshop on Library Building presented by Raymond Holt in Los Angeles last month.

4. Dolores Gater, head of the History Department, has been assigned assistant chief of the main library.

5. Terri Simpson reviewed the following staff recommendations for use of $363,419 in Public Library Foundation Funds for FY 1984-85.

Equipment	Cost	
1. Book detection system--Mission Branch	$. 9,000	
2. Twenty-five electronic typewriters for main departments and branches	11,250	
3. Step van with shelving for jail service and deliveries	25,000	
4. CLSI equipment	100,000	
5. Wiring for CLSI in main	25,000	
6. Shelving for Library for the Blind	7,500	
	$177,750	$177,750
Personnel		
1. 3630 Librarian I--Edit official manual 6 week project	2,526	
Personal Service Contracts		
1. Consultant on integrated Library Automation Plan	7,500	
	$10,026	10,026
Books/Videos		
1. Encyclopedias--main and branches	10,000	
2. Children's VideoCassette Circuit	15,000	
3. Picture Book/Reader Collection Development Project	50,000	
	$75,000	75,000
Operating Expenses		
1. CLSI Maintenance	70,443	
2. Miscellaneous Operating Exptnses	30,200	
	$100,643	100,643
TOTAL	$363,419	$363,419

It was moved by Commissioner Bransten, seconded by Commissioner Jebe and unanimously approved that the staff recommendations be accepted.

SECRETARY'S REPORT
Richard Walsh

1. No report

LIBRARIAN'S GUILD

1. Catherine Bremer wished commissioners a Happy New Year and said the Guild is looking forward to working with the commission for the betterment of the library in 1985.

OTHER STAFF REPORTS

1. None

FRIENDS OF THE LIBRARY

1. Mr. Frantz will be the "Man of the Year" on the cover of FREE.

2. Supervisor Louise Renne cut a ribbon to dedicate the newly remodelled lobby in memory of Henry M. Bowles. Commissioner Callanan presided, with City Librarian John Frantz, Friends' President Kay Taylor and Beatrice Bowles participating. Over 100 people attended the reception following the ceremony on Thursday, December 13th. Improved lighting on the grand staircase and second floor exhibit gallery is next on the remodeling agenda.

3. The Friends' Annual Meeting will be held on Tuesday, February 26, at 5 PM in the Lurie Room. Clayton Carlson of Harper & Row will speak on "Decision to Publish". A reception will follow.

4. Friends have signed a contract with Sydney Goldstein to produce a fifth lecture series beginning in the fall of 1985.

5. The Friends hosted a well attended breakfast for library staff last Friday.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE LIBRARY for THE BLIND & PRINT HANDICAPPED REPORT

1. No report.

REPORTS OF STANDING COMMITTEES
PERSONNEL
Commissioner Lucio Raymundo

1. It was moved by Commissioner Raymundo seconded by Commissioner Stong and unanimously approved that Resolution 1346 be adopted.

RESOLUTION #1346

APPROVED, Resolution 1346 Non-Civil Service Temporary and re-certification of Temporary Appointments made during the month of December, 1984. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of December, 1984.

2. The affirmative action committee has not yet been re-established.

FINANCE

1. It was moved by Commissioner Jebe, seconded by Commissioner Richardson and unanimously approved that Resolution #1347 be adopted.

RESOLUTION #1347

APPROVED, That the Library Commission hereby authorizes the travel of Roberto Esteves to Mobius Systems, New York; The National Library for the Blind & Physically Handicapped, Washington D.C.; The Mississippi Library Service to the Blind, Jackson, Mississippi; and the Talking Books Library, Frankfort, Kentucky from March 4-8, 1985, expenses to be paid from Reads Demonstration Project funds, as such funds permit.

2. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that Resolution #1348 be adopted.

RESOLUTION #1349

APPROVED, That the Library Commission does hereby accept with deep gratitude an unrestricted gift of $10,000 from a donor who wishes anonymity.

PLANNING & OPERATIONS COMMITTEE
Commissioner Walter G. Jebe

1. The committee was convened by Commissioner Jebe, Chair, at 4:00 PM, Thursday, December 13 in the Commission Room. Commissioners Stern and Stong were present.

   Possible uses of the ladies' retiring room were discussed. A tepid consensus favored the installation of about ten typewriters and a coin-operated micro or two for public use. Commissioner Stern volunteered to consult Dan Solomon on more creative uses.

   Desirable modifications to the room include rewiring, acoustical treatment and carpeting. Estimated cost, $12,000 - $14,000.

   Karen Scannell, Chief of Branches, recommended changing the name of the Waden branch to the Bayview-Anna E. Waden branch in order to give the branch's neighborhood more visibility. Approved subject to review by the City Attorney.

   William Ramirez, Chief of Main, reviewed progress toward a main library building program statement. A first working draft is expected to be ready December 19.

   A staff member complained that the first floor drinking fountain had a broken handle. Rich Walsh, Commission Secretary, reported delays in finding the needed repair parts.

   Another complaint concerned the dirty bronze on the front doors. Commissioner Stern will investigate methods and costs for the job. She also suggested a bolishing bee by volunteers who abhor tarnished bronze.

2. Today, Commissioner Jebe read a letter from the officers of the Friends which requested removal of the public typewriters from the lobby alcove. Although the letter stated that the Friends do not believe the area currently known as the ladies retiring room should be a permanent location for coin operated typewriters and other equipment, they suggested that this equipment be moved into the retiring room as a temporary solution to the space problems on the first floor.

3. President Callanan asked that the committee be convened later this month to further discuss this matter and to recommend a use for the ladies retiring room.

PUBLIC RELATIONS
Commissioner Raye G. Richardson

1. No report.

LIBRARY AUTOMATION
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE on SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee will meet on Thursday, January 10th at 12:15 PM in the Rare Books Room.

AD HOC SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. The meeting was convened at noon on Friday, December 21, in the Commission Room by Commissioner Bransten, Chair. Commissioner Stern was also present.

   Peter Henschel Deputy Mayor for Management and Programs, who participated in the sister-city negotiations gave the committee a briefing on the context of the agreement.

   Originally signed January 1, 1980, the Shanghai-San Francisco agreement was the first such China-US accord. There are now 25 around the U.S. Ours is a tangible economic agreement with benefits on both sides. Activities and programs are coordinated by an Executive Committee of the Sister-City committee chaired by Gordon Lau.

   Shanghai has agreed that all contributions of books and other library materials sent to their public library and originating under this agreement will be freely available to all those who are interested in them. Books from the Asia Foundation and from the San Francisco Public Library will go to the Shanghai Public Library; books from the Foundation for Books to China go to the university library.

   Mr. Henschel suggested we begin the program with books on San Francisco and the Bay ARea and then extend to materials relating to California and other west coast states. He emphasized the importance mural photos and videotapes and big screen video equipment, all to be financed thorugh gifts and contributions.

The committee agreed that Mr. Frantz would draft a letter for Mayor Feinstein to the Mayor of Shanghai indicating the San Francisco Public Library's eagerness to begin the project in early 1985 and asking guidance on the specific materials that would be most welcome in the Shanghai library.

2. Today Commissioner Bransten read the draft of the letter which will be send from Mayor Feinstein, to the Mayor of Shangahi. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved of the contents of the letter be accepted.

3. Commissioner Richardson noted that any material received from Shanghai should be for the enhancement of knowledge about China for all San Franciscans.

4. Commissioners Stern and Bransten have visited the Aisa Foundation which has already offered donations of 25,000 volumes.

NEW BUSINESS

1. The Nominating Committee was convened by Commissioner Stern, Chair at 4:45 PM, Thursday, December 13 in the Commission Room. Commissioners Jebe and Raymundo were present.

   Upon motion by Commissioner Jebe, seconded by Commissioner Raymundo, the following slate of officers for 1985 was unanimously adopted:

   For President: Commissioner Stong

   For First Vice-President: Commissioner Stern

   For Second Vice-President: Commissioner Bransten

2. Today, Commissioner Stern moved for the approval of the report of the Nominating Committee. This was seconded by Commissioner Jebe and unanimously approved.

   It was moved by Commissioner Stern, seconded by Commissioner Raymundo and unanimously approved that Commissioner Stong be appointed president for 1985.

   It was moved by Commissioner Bransten, seconded by Commissioner Jebe and unanimously approved that Commissioner Stern be appointed 1st Vice-President for 1985.

It was moved by Commissioner Raymundo seconded by Commissioner Stern and unanimously approved that Commissioner Bransten be appointed 2nd Vice-President for 1985.

3. President Callanan expressed his appreciation for the opportunity of serving as Commission President last year. He particulary thanked John Frantz, Richard Walsh and Theresa Thornton for thier help to the commission during 1984.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved that President Callanan be commended on his expert leadership while serving as president.

There being no further discussion, the January 8, 1985 Commission meeting was adjourned at 5:50 PM.

The next meeting will be held Tuesday, February 5, 1985 at 4:30 PM in the Commission Room.

Respectfully submitted

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION 1346

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December be approved:

3602 Library Page P/T

Garden, David
Louie, Dean
Mullen, Susan
Williams, David

1444 Clerk Stenographer

Waters, Beatrice

2708 Custodian

Lau, Chin K.

3630 Librarian I

Haskell, Gardner

3632 Librarian II

McLaughlin, Shirley
Powers, Audrey

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Herbert, Susan
Hitchman, Brian
Koren, Sheila
Miller, Matthew
Rios, Perla
Wong, Jennie

3630 Librarian I

Harloe, Susan

DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
February 5, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, February 5, 1985 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Raymundo, Richardson, Stern and Stong.

Commissioner Jebe was excused.

It was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved that the January 8, 1985 commission meeting minutes be approved.

PRESIDENTS REPORT
President Mary Louise Stong

1. President Stong expressed her hopes for a year of accomplishment and work towards solid plans for a new main library.

CITY LIBRARIANS REPORT
John C. Frantz

1. Anne Halderman detailed the history of universal borrowing. SFPL currently participates in the interlibrary loan program and the equal access program which enables us to loan books to other BALIS libraries.

   She briefly explained the background of universal borrowing. There are currently 162 libraries in California that are participating in this program. She stated that if SFPL entered universal borrowing the heaviest users would probably be from Marin and San Mateo counties.

   President Stong referred the matter to the Operations/Automation/Finance Committee for further discussion and recommendations.

2. ALA has organized a photography contest for adults and children for National Library Week. The public information system of BALIS will do the publicity for the contest and there will be 12 local winners.

SECRETARYS REPORT
Richard P Walsh

1. Mr. Mario Benigni expressed the same concerns on the use of space, arrangement of furniture, acceptance of gifts and the attendance of childrens programs at the Marina Branch as he did last month. President Stong explained to Mr Benigni that the branch is used heavily by children and that the commission hopes to attract more children.

2. Installation of the new passenger elevator in the main library should be completed by August.

3. Remodeling of the restrooms in the main library will take approximately eight months. A pre-construction meeting is scheduled for tomorrow with the city architect and the contractor.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Florence Mitchell, Librarians Alliance, congratulated the security staff for their hard work on the new secuity manual.

FRIENDS OF THE LIBRARY REPORT

1. The Friends annual meeting is February 26 at 5:00 in the Lurie Room. The guest speaker is Clayton Carlson, Vice president and publisher, Harper and Row Publishers, Inc. Commissioners are urged to attend.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. Dr. Rose Resnick thanked the commission for the new equipment received this year. She also asked that a braillist, five day delivery service and more shelving be included in next years budget request for the Presido Branch. Mr Frantz reassured Dr. Resnick that the braillist position and shelving are both included in the budget request.

   Mrs. Scannell explained that the post office will not pick up the talking books from the branch and that the branch room must pick up the books and bring them to the post office. Mr. Frantz will write a letter to the Postmaster General and request that the post office pick up the talking books on a daily basis. Commissioner Callanan asked him to send a copy of the letter to John McKean who is a member of the postal services commission.

REPORTS OF STANDING COMMITTEES
PERSONNEL
Commissioner Lucio C. Raymundo

It was moved by Commissioner Raymundo, Seconded by Commissioner Stern and unanimously approved that Resolution #1350 be accepted.

RESOLUTION #1350

APPROVED, Resolution #1350 Non-Civil Service temporary and recertification of temporary appointment made during the month of January,1985. Also resignations of Non-Civil Service temporary and part-time positions made during the month of January,1985.

2. Mr. Frantz reported that the affirmative action committee will be reactivated within a month.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Bransten reported that the committee was convened by Commissioner Jebe, Chair at 1:30 PM. Friday, February 1, 1985 in the Commission Room. Commissioners Bransten and Richardson were present.

The BARC budget request for FY 1985-86 was detailed by Faun McGinnis. Two new items include a full-time special resource librarian and a library technician II, special projects. These positions will enable BARC to be used as a clearing house for reference search training for reference librarians and also for enhancement of the BARC library network. The committee unanimously voted to recommend this LSCA proposal to the Commission.

Mr. Frantz reviewed the library's budget request for FY 1985-86. Highlights included: $1.5 million book budget, 7 new positions, 12 reclassifications/upgrades, a bookmobile for Bayview/Hunters Point area and a public relations consultant.

It was unanimously approved that the proposed budget be accepted and brought to the full commission after clerical errors are corrected.

There was discussion about current services to the jails. Commissioner Jebe will make an appointment with the sheriff to discuss possible improvements in this area.

The meeting was adjourned at 2:10 PM.

2. Today, it was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved that Resolution #1351 be adopted.

RESOLUTION #1351

AUTHORIZING THE PUBLIC LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION REFERENCE PROJECT FOR 1985-86

WHEREAS, The San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and Construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two regional resource centers in California under the Library Services and Construction Act in recognition of a successful operation of the above reference project; now therefore be it

RESOLVED, That the San Francisco Public Library be authorized to apply for and accept funding for 1985-86 to be applied to the Bay Area Reference Center; and be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and be it

FURTHER RESOLVED, That there are indirect costs of 5 percent contained in the budget of this grant.

3 Today, Terri Simpson reviewed the library's $15.9 million budget request. The following new positions are included in the budget request: librarian II and library assistant, Mission Branch, Childrens Room; 1/2 time librarian I and 1/2 library technician, North Beach Branch; librarian I, Special Media Services; librarian I, Catalog Department and accountant, Accounting Deptartment.

Increases in contractual services include CLSI maintenance, public relations consultant, and scavenger service.

It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved that the budget request be forwarded to Mayor Feinstein as presented.

FACILITIES COMMITTEE

Commissioner Edward F. Callanan Jr.

1. The committee was convened by Commissioner Callanan, Chair at 12:15 PM, Friday February 1, 1985 in the Commission Room. Commissioners Jebe and Stern were present.

Use of the recent $10,000 gift to the library was discussed. The committee unanimously approved that $500 of the gift be used to commission a review and analysis of the current program statement by Lowell Martin.

The committee was advised by Dean Macris that an environmental impact report must be done when considering constuction of a new main library (EIR estimated at $100,000 and will take about 1 year to complete.) Robert Rolf can refine and perfect the draft into a comprehensive program statement for an estimated $25,000-$30,000.

The committee agreed with the December 14 recommendation of the Planning and Operations Committee which favored the installation of public typewriters and micros in the area known as the ladies retiring room. It further noted that use of this area be reviewed once each year.

The meeting was adjourned at 12:50 PM.

2. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that $500 of the recent gift be used to commission Lowell Martin to review the current building program statement.

3. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the library apply for Title II funds (at least 50% matching funds) for further developing the building program statement.

4. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that public typewriters and micros be installed in the ladies retiring room when restroom remodeling begins and that use of this area be reviewed once each year.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. Commissioner Richardson will discuss the possibility of forming a joint public relations committee with the Friends.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTION
Commissioner Marjorie G. Stern

1. The special collections committee met on January 3 at 12:15 PM in the Rare Books Room. The committee discussed gifts and bequests. An NEH grant for a cataloging consultant has been applied for with the help of Lynn Bonfield and the Friends are financing some preliminary work on the project.

   The committee is working on a list of desiderata for the collection.

   The next committee meeting is scheduled for February 7 at 12:15 in the Rare Books Room.

NEW BUSINESS

1. Commissioner Richardson invited everyone to view the exhibit "Justice in the Round" at San Francisco State Library. This exhibit consists of the drawings of courtroom artist Rosallie Ritz. The drawings are from the 1960's. On February 19 at 5:00 there will be a panel discussion of the trials and the various political issues that were involved.

2. President Stong asked Mr Walsh and Mrs Scannell to review the parking problems at various branches.

There being no further business to transact, the February 5, 1985 Commission Meeting was adjourned at 6:00 PM.

The next meeting will be held Tuesday, March 5, 1985 at 4:30 PM in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

76
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185

Minutes

DOCUMENTS DEPT.
MAR 20 1985
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
March 5, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, March 5, 1985 in the Commission Room of the main library.

The meeting was called to order at 4:30 p.m. by President Stong.

On roll the following Commissioners were noted present: Bransten, Callanan, Jebe, Stern and Stong.

Commissioners Raymundo and Richardson were excused.

It was moved by Commissioner Bransten, seconded by Commissioner Jebe and unanimously approved that the February 5, 1985 commission meeting minutes be approved.

PRESIDENT'S REPORT
President Mary Louise Stong

1. Frank Pietro Nigro, who is in charge of the Art Festival for the Art Commission, would like to coordinate some programs with the library. President Stong asked Anne Halderman to contact him to try to establish some interesting programs.

2. Billy Gaylord is the literary critic for the Art Commission. He is ill and Mrs. Swig has asked that the library work with the Art Commission on a project. Commissioner Stern volunteered to work on a project and Mr. Frantz will ask for staff volunteers.

3. Through President Stong's efforts, the Art Commission will be giving an award for fine printing.

4. The fine arts museums will be having a series of lectures on building new museums. On March 18 at 8:00 p.m. the speaker will be the architect who designed the new museum for Dallas. President Stong urged attendance by anyone interested.

5. Jim Haas has suggested that SFPL get together with Los Angeles and San Diego to push for state money for central library expansion. CLA legislative committee may be able to work on this.

CITY LIBRARIANS REPORT
Mr John C. Frantz

1. The Art Commission has a major exhibit of city owned art in the lobby of the Transamerica Pyramid. The show will run through the end of this month.

2. Nancy Musser introduced the following new members of the Catalog Department: Molly Malloy, Jeff Grinnell and Mitch Turitz.

3. Terri Simpson updated FY 1856-86 budget request which totals $15.8 million. The mayors public hearing on the budget will probably be held in April.

4. William Ramirez reported that planning has begun for installation of compact storage in the Sutro stacks. Delores Gater has been assigned project manager for the library.

5. Mr. Ramirez reported that Transworld Systems Inc. has begun a pilot project for retrival of books not returned and for fines not paid. 100 letters were sent out and the response has been gratifying. This project is funded by the Friends of the Library at a cost of $725. Mr. Ramirez thanked the Registration staff for their work in preparing for this project.

6. Mr. Frantz explained that in the past, when the library has been open seven days a week, it has been the practice of the Commission to close on Easter Sunday. Last year the Librarians Guild filed a grievance against the library alleging the staff was locked out and therefore payment was due to those employees who would otherwise have worked on that day. The grievance is still in litigation and is on its way to arbitration. The outcome is unknown.

   Catherine Bremmer, Librarians Guild, explained how difficult it is for part-time employees to make up the time lost especially those with children.

Mr Murphy explained that floating holidays or vacation time could be used. Also, that the time lost would not have to be made up during that specific pay period.

Commissioner Callanan suggested that the library remain open on Easter Sunday to determine usage.

Mr. Frantz reminded the Commission that the act of changing a customary personnel practice invokes an obligation to meet and confer on the issue.

It was moved by Commissioner Jebe and seconded by Commissioner Stern that the library be closed on Easter Sunday. Ayes: Bransten, Jebe, Stern and Stong. Noes: Callanan.

SECRETARYS REPORT
Richard P Walsh

1. Dr. Rose Resnick has asked that Miss Leslie McCracken be appointed as a new member of the Advisory Committee for the Blind and Print Handicapped.

   It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that Miss Miss Mccracken be appointed to this committee.

LIBRARIANS GUILD

1. Catherine Bremmer stated that the library may be accountable for back pay for last Easter Sunday depending on the outcome of arbitration.

OTHER STAFF REPORTS

1. None.

FRIENDS OF THE LIBRARY REPORT

1. The Friends Board approved the following projects at its February 13 meeting: $600 to design and print 200 silk-screened bilingual posters to promote greater awareness to the Mission Branch in the Spanish speaking community; $1,000 supplement to the $8,000 allocated for staff development in FY 1984-85; and approved support for a childrens summer reading program pending submission of a budget.

2. They have received $5,000 from the Lurie Foundation to be applied towards the joint City/Friends program to upgrade the lighting in the lobby and second floor exhibition areas.

3. KABL annual snake race will be on March 15. The Friends are entering "William Snakespeare" and Project Read is entering "Rumplesnakeskin."

4. "Jog Your Mind, Run for your Library" will be on April 14. Entry forms are available in the Friends office.

5. The 21st annual booksale will be held at Fort Mason, Pier 2 on May 23-26.

6. Project Read training will be held April 19, 26 and May 3, 24.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL
Commissioner Lucio C. Raymundo

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that Resolution #1352 be accepted.

Resolution #1352

Approved, Resolution #1352, non-civil service temporary and recertification of temporary appointments made during the month of February, 1985. Also resignations of non-civil service temporary and part-time positions made during the month of February 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. It was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that resolution #1353 be adopted.

Resolution #1353

AUTHORIZING THE PUBLIC LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE COMPLETION OF THE READS AUTOMATION PROJECT (COMPUTERIZATION OF THE LIBRARY FOR THE BLIND)

WHEREAS, The San Francisco Public Library has received Library Services and Construction Act funds during 1984-85 for the implementation of the National Library Service for the Blind sponsored READS automation system in the Library for the Blind, and

WHEREAS, The completion of the READS system cannot be accomplished within the original time frame of 1984-85, and

WHEREAS, The California State Library has invited the San Francisco Public Library to apply for additional funds to complete the project in 1985-86 fiscal year; now, therefore be it

RESOLVED, That the San Francisco Public Library be authorized to apply for and accept LSCA funds in 1985-86 for the Library for the Blind READS project; and , be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, That there are indirect costs of five percent (5%) contained in the budget of this grant.

2. It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that Resolution #1354 be adopted.

RESOLVED, That the San Francisco Public Library Commission hereby authorizes the attendance of Roberto Esteves at the 10th West Coast Computer Fairs, March 30-April 2, 1985, to be held in the Moscone Center, San Francisco, expenses to be paid by the READS Automation Project, as such funds permits.

3. It was moved by Commission Jebe, seconded by Commissioner Stern and unanimously approved that Resolution #1355 be adopted.

RESOLUTION #1355

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR ESTABLISHMENT OF A CHILDREN'S SERVICES HOSPITAL PROJECT FOR FY 1985-86

WHEREAS, The San Francisco Public Library children's librarians have been periodically visiting and reading to children in three San Francisco hospitals; and

WHEREAS, The current program reaches a very few hospitalized children; and

WHEREAS, Four other San Francisco hospitals have requested visits and three project hospitals have requested increased visits; and

WHEREAS, Children's services at San Francisco Public Library has developed a program for training volunteers to provide reading services and introduce library services to children at six San Francisco hospitals; now, therefore be it

RESOLVED, That the San Francisco Public Library be authorized to apply for and accept funding for FY 1985-86 to be applied to this Children's Services Hospital Project; and, be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, That there are indirect costs of five percent (5%) contained in the budget of this grant.

4. The Operations/Automation/Budget Committee scheduled for February 20 was not held for lack of a quorum.

5. Universal borrowing was discussed. Commissioner Jebe highlighted benefits of universal borrowing.

   Anne Halderman stated that the library will be reimbursed 42¢ for each book borrowed by out-of-county residents that is over the total of books borrowed from other counties by San Francisco residents.

   Commissioner Callanan noted that universal borrowing would abolish the need for non-resident cards. Mr Ramirez stated that currently there are about 1,000 non-resident cards issued.

   It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the library participate in universal borrowing.

FACILITIES COMMITTEE

Commissioner Edward F. Callanan Jr.

1. Commissioner Callanan submitted the following minutes of last month's committee meeting.

   The committee was convened by Commissioner Callanan, chair at 4:00 p.m., Thursday, February 14 in the Commission Room. Commissioner Jebe and Stong were present.

   Calvin Malone, City Planning, has told Commissioner Stong that financing a bond issue for a new main library is difficult since Proposition 13 placed a 1% annual limit on property tax increases. Last year, in both the Senate and Assembly, there was a bill for a constitutional amendment which would exempt debt service from the 1% limit but it was withdrawn when Howard Jarvis submitted his Prop 13 strengthening measure on the ballot. CLA and the League of California Cities should be asked to re-introduce this type of bill which would allow debt service from Prop 13 limitations and allow for general obligation bonds.

Mr. Frantz reported that Lowell Martin has been asked to review, analyze and critique the building statement draft. Mr. Frantz will be talking with Ken Dowling, Pikes Peak Regional Library, and ask if he can make a contribution in the area of "communication technology and libraries" which will illustrate a library for the future.

Commissioner Stong reported that she met with Margaret Mayer and Ann Solem of the Friends to discuss what needed to be done to promote a new main. Some suggestions are: (1) develop a list of questions/answers in simple form which are likely to be asked; (2) develop a time schedule; and (3) train speakers who will talk to community leaders. She also met with Jack Fiorito and discussed the possibility of the Museum of Modern Art using the present main library when the new main is completed.

The new "shadow ordinance" may restrict building on Marshall Square. Mr. Frantz will discuss the matter with Dean Macris.

Funding for planning a new main can be included in next years budget request but Mr. Frantz reminded Commissioners that a discussion should occur with the Mayor prior to any formal request.

Mr. Ramirez reviewed plans for compact storage in the basement of the main. Funding is now available to start the project which should increase storage from 65,000 volumes to 250,000 volumes. The committee unanimously agreed that the project should begin as quickly as possible.

The meeting was adjourned at 4:40 p.m.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. Commissioner Bransten stated that he is waiting for a reply from the letter sent by Mayor Feinstein to the mayor of Shanghai regarding an exchange program.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee met on Thursday, February 7 at 12:15 in the Rare Books Room. Lynn Bonfield reported on the status of a proposal to NEH for $200,000 to catalog special collections. The 40% matching requirement would be met by indirect and supervisory costs.

   Anthony Bliss, Curator of Rare Books for the Bancroft Library will spend three days evaluating the collection and relating its strengths to other collections on the west coast. This analysis will become part of the NEH proposal.

   Other sections of the proposal are being prepared by Mig Mayer, Nancy Musser, and Johanna Goldschmidt.

   The deadline is June 1, 1985.

   Ms. Goldschmidt reported on a list of desiderata, gaps in the Grabhorn collection, for example. It was suggested that wanted items be listed from time to time in FREE.

   Upcoming exhibits are SCOWAH beginning April 1, Friends of Calligraphy from June 1 - August 31, and a major showing of contemporary American book art from September 1 through November 30. This show is timed to coincide with the meeting of the International Bibliophile Society. A reception for delegates will be held in Special Collections on October 11.

NEW BUSINESS

1. None

There being no further business to transact, the March 5 1985 Commission Meeting was adjourned at 5:35 p.m.

The next meeting will be held Tuesday, March 5, 1985 at 4:30 p.m. in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION 1352

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February be approved:

1424 Clerk Typist

Grinnell, Jeffrey

3602 Library Page

Lee, Elaine
Reidy, Nancy

3630 Librarian I

Janes, Phoebe

3602 Library Page P/T

Callo, Abraham
Fong, Cynthia
Foster, Dana
Garcia, Leonel
Goyette, Brian
Sanchez, Symphony
Semien, Joe
Serra, Denise
Sotomayor, Rosarie
Whitfield, Kirk

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Arroyo, Lorena
Brandon, Theresa
Charm, Garrett
Goza, Dennis
Harris, Robert
Scholze, Marilyn
Sullivan, Matthew
Wong, Collin
Wong, Gary W.

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Minutes

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
April 2, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 2, 1985 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Ricardson, Raymundo, Stern and Stong.

Commissioner Jebe was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the March 5, 1985 commission meeting minutes be approved.

PRESIDENT'S REPORT

Commissioner Mary Louise Stong

1. On March 18th Commissioners Stern and Stong attended the lecture series on building new museums. Highlights of building a new museum in Texas included:(a) the new museum was primarily financed with a bond issue which was passed on a second attempt with only 55% of the vote and (b) Mr. Dean, retired head of the school of architecture from MIT, presided over a group of selected architects who recommended a project architect for building the new museum.

2. On April 24th at 4:00 PM there will be a reception at Western Addition Branch honoring the Japan Foundation for recent book donations. Commissioners were urged to attend.

3. SB 1220, submitted by Senator Keene, will provide for a bond issue of $300 million for the building and renovation of libraries. If passed,this bill will then go on the ballot on June 3, 1986.

4. Mr. Mario Benigni has sent President Stong a letter voicing his concerns about the reorgainization of the Marina Branch. Copies of the letter were distributed to Commissioners.

5. The U.S. Senate Budget Committee has recommended zero funding for the Library Services and Construction Act, Higher Education Act-Title II, and the National Commission on Libraries and Information Science. It is urgent that our congressional delegation get letters pointing out the unfairness of this move.

   The House Budget Committee is about to begin work on the fiscal 1986 budget. It is also crucial that letters be written to Representatives in the House, pointing out that a freeze on spending must be fair to education and libraries.

6. President Stong asked Mr. Frantz to talk to Dr. Resnick about the current problem of mailing talking books at Presido Branch.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Terri Simpson reported that Mayor Feinstein has approved funds for extension of CLSI. She did not approve any new or reclassification of positions or an increase in the book budget. The budget request now totals $15.4 million.

   Mr. Frantz suggested that if more letters are written to the mayor regarding opening North Beach Branch on Saturday and establishing a childrens room at Mission Branch, Mayor Feinstein may reopen the conversation on additional staff for these two branches.

2. It was moved by Commissioner Stern, seconded by Commissioner Raymundo and unanimously approved that Resolution #1347 be amended as follows:

APPROVED, That the Library Commission hereby authorizes the travel of Roberto Esteves to Mobius Systems, New York; The National Library for the Blind & Physically Handicapped, Washington D.C.; the Mississippi Library Service to the Blind, Jackson, Mississippi; and the Talking Books Library, Frankfort, Kentucky from MARCH 1 - 8, 1985, expenses to be paid from Reads Demonstration Project funds, as such funds permit.

3. AB 359 would exempt libraries from the payment of sales and use taxes for the purchase of books and other library materials. CLA is having legislative day in Sacramento on May 15th. Mr. Frantz and others will be calling on our delegation that day to support AB 359, SB 1220 as well as full funding for the public library foundation program.

4. Mr. Frantz will be on vacation from April 23-30. Karen Scennell will be acting City Librarian.

SECRETARY'S REPORT
Richard P. Walsh

1. No report.

LIBRARIAN'S GUILD

1. Catherine Bremer asked the Commission to write a letter of support concerning the Board of Supervisors recent overide of the Mayors veto on camparable worth.

   President Stong referred the matter to the Personnel Committee.

OTHER STAFF REPORTS

1. Florence Mitchell requested that the Commission initiate and adopt a holiday schedule for the year.

   President Stong referred the matter to the Personnel Committee.

FRIENDS OF THE LIBRARY REPORT

1. At the March board meeting the Friends approved $1,163 for equipment and printing of posters for the Summer Reading Program co-sponsored by the Academy of Science.

2. Anthony Bliss, consultant hired to evaluate the Special Collections, has completed the project which is available in City Librarian's office.

3. Jog Your Mind entries now total 300. Radio and television spots are airing and 90 volunteers have received assignments for the race day.

4. McCann-Erickson is donating design for a brochure to describe Project Read. Olive Gamble, coordinator, participated on March 26 in a teleconference with Johathan Kozol, author of "Illiterate America."

5. "Rumplesnakeskin", Project Read's entry in the KABL Snake Race March 15th came in 3rd. He was handled by Patricia Sullivan, Bernal Branch librarian.

6. Fifth Annual Lecture Series produced by Sydney Goldstein is now nearly complete:

September 30	Edna O'Brien
October 24	Alice Walker
November 8	May Sarton
November 15	William Styron
November 20	Ellen Goodman
December 4	Garrison Keillor

Possible Tom Wolfe in October.

7. David Schwabe of the Video and Deaf Services Department has, with Debra Disman, created a 20-minute videotape describing the Art of Storymaking workshops which have been conducted at branch libraries during the last three years with grants from B. Dalton Bookseller.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. Roberto Estives distributed the by-laws of the committee on behalf of Dr. Resnick.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that Resolution #1356 be adopted.

RESOLUTION #1356

APPROVED, Resolution 1356 Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of March, 1985. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of March, 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE

Commissioner Walter G. Jebe

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved that Resolution #1357 be adopted.

RESOLUTION #1357

RESOLVED, That the San Francisco Public Library Commission

hereby authorizes the attendance of Jo Trotter at the Newletter Editing, Design and Production Workshop on April 29, 1985, to be held in San Francisco, expenses to be paid by the Bay Area Reference Center, as such funds permit.

2. It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved that Resolution #1358 be adopted:

RESOLUTION #1358

RESOLVED, The Library Commission hereby authorizes the attendance of Roberto Esteves and Martha Heverly at the READ automation planning meeting to be held at the Fresno Blind and Handicapped Services Library on May 9th and 10th, expenses to be paid by the LSCA READS Project funds, such funds permitting.

3. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved that Resolution #1359 be adopted.

RESOLUTION #1359

RESOLVED, That the Library Commission hereby authorizes the attendance of Carol Coon and Faun Mc Innis at the Information Management Software Options for Libraries, Information Centers, and Record Centers Workshop, sponsored by CLASS, at the Cetus Corporation, Emeryville, California on April 22, 1985, expenses to be paid from Bay Area Reference Center funds, 1984-85, as such funds permit.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. Commissioner Callanan submitted the following minutes of last months meeting.

The committee met at 4:00 PM, Tuesday, March 26 in the Commission Room.

Present were Commissioner Callanan, Chair; and Commissioner Stern. Commissioner Jebe was excused.

Bill Ramirez, Chief of Main, reported on the status of installing compact shelving in the Sutro stacks. We will use an electrical system and do the job all at once. Rigorous weeding will preceed the moving and storage of materials now housed there. Storage will require about 2,000 square feet for six to twelve months.

On the subject of a new main library, the following points were made:

The library's application for LSCA, Title II funds for the prepartation of a building program statement was rejected. Funds may be used only for actual construction.

How to use the talents of, and how to find the funds to pay, Robert Rohlf and Kenneth Dowling.

The desirability of trying to establish and on-going relationship with some graduate schools for public administration or political science, possible Stanford, was discussed. This might provide a mechanism for continuous library organizational development and program evaluation.

Two library consultants on organizational development, Brenda Durbin and Douglas Sweizig were recommended by Bill Ramirez.

The role of the mayor's fiscal advisory committee was discussed.

S1220, Senator Keene, would place on the ballot for June 3, 1986 a bond act which would authorize $300 million for construction and renovation of library facilities.

A new main library should serve as a data and information center for the developing economic interdependence of the Pacific rim nations.

The meeting adjourned at 5:15 PM.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. One of the major criteria for the Rand-McNally assesment of livability of cities was the status of libraries.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. There has been no reply from the Mayor of Shanghai to Mayor Feinsteins letter.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. Commissioner Stern submitted the following minutes of last months meeting.

The committee meeting was held Thursday, March 7th in the Rare Books Room.

In the absence of Lynn Bonfield, Chair Stern reviewed the status of the NEH proposal for cataloging the backlog in special collections. The Anthony Bliss evaluation of the collection is now confirmed.

Johanna Goldschmid will produce a brief item for the May FREE listing the three missing titles in the Eragny collection. The proprietor of the press, Lucien Pissarro, was the son of the French artist.

William Ramirez agreed to advertise the eight hours of Johanna's reduced work week to see if some part-time librarian is interested in working one day a week in the department.

The use of volunteers was discussed. Johanna was asked to identify tasks, such as mounting exhibits, which could be done by part-time volunteers.

2. The next meeting of the committee will be held on April 4th at 12:15 PM in the Rare Books Room.

NEW BUSINESS

1. None.

There being no further business to transact, the April 2, 1985 Commission Meeting was adjourned at 5:10 PM.

The next meeting will be held Tuesday, May 7, 1985 at 4:30 PM in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
May 7, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday May 7, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Jebe, Raymundo, Richardson, Stern and Stong.

Commissioner Callanan was excused.

It was moved by Commissioner Jebe, seconded by Commissioner Richardson and unanimously approved that the April 2, 1985 commission meeting minutes be approved with the following correction:

Page 1, President's Report, 1."(b) the retired dean of the school of architecture from MIT selected architects from whom a committee selected a project architect for building the new museum."

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. Senate Bill 1220 which would provide $300 million in state bonds for library construction or rehabilitation has passed the Senate Education Committee and is now before the Appropriations Committee. President Stong urged everyone to write to their representatives expressing the need for approval of this bill.

2. Everyone should also write letters to their congressmen requesting full funding for LSCA and the State Public Library Foundation Program.

3. President Stong and Mr. Frantz will be attending a presentation tomorrow featuring Dr. Nancy Van Haus at U.C. Berkeley. Dr Van Haus has been doing research for the long range planning of the Baltimore County Public Library.

4. President Stong asked Mr. Frantz and Mr. Walsh to send the Friends copies of any letters sent to donors when acknowledging gifts received by the library.

5. Commissioner Jebe presented awards to the following prize winners in the recent photography contest: Sekani Spero, 1st and 2nd place - Youth/Color; Joanne Rosetti, 1st place - Adult/Black and White; Paula Richman, 2nd and 3rd place - Adult/Black and White; Dottye Dean, 1st place - Adult/Color; Elena Gutteridge, 2nd place - Adult/ Color.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr Frantz introduced Sgt. Gary Kong, Security Department supervisor, to the Commission.

2. The Finance Committee of the Board of Supervisors will hear the library's budget request on June 18. Terri Simpson reviewed the status of the mayor's proposed budget which includes funding for: operating North Beach Branch on Saturdays; a separate childrens room at Mission Branch; upgrade of three positions from part-time to full-time. The budget request totals $15.35 million.

3. Neel Parikh reported that the "Week of the Young Child" will be May 12-18. A number of programs will be held during the week throughout the library system.

4. Legislative Day in Sacramento will be May 15. Mr. Frantz and others will be meeting with Willie Brown at 2:00 that day.

5. Responsibility for the Talking Books Library for the Blind and Visually Handicapped has been reassigned from the Chief of Main to the Chief of Branches.

SECRETARY'S REPORT
Richard P. Walsh

1. No report.

LIBRARIAN'S GUILD

1.. No report.

OTHER STAFF REPORTS

1. Florence Mitchell asked when the security manual will be available. Mr Frantz reported that the manual is being edited and will be distributed soon.

FRIENDS OF THE LIBRARY REPORT

1. The 21st annual book sale will be held May 23-26, Pier 2, Fort Mason.

2. Jog Your Mind was very successful on Sunday, April 14. More than $9,000 in awards was distributed.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Jebe and unanimously approved that Resolution #1360 be adopted.

RESOLUTION #1360

APPROVED, Resolution #1360, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of April, 1985. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of April, 1985.

2. Commissioner Raymundo submitted the following minutes of the Personnel Committee meeting held on Friday, April 19, 1985 at 4:00 P.M. Present were Commissioner Raymundo, Chair; Commissioners Richardson and Stong.

A. The Librarian's Guild, represented by Catherine Bremer and Joan Goldman, asked the Commission to write a letter to the Board of Supervisors supporting the Boards recent override of Mayor Feinstein's veto regarding comparable worth. It was noted that although funds have been set aside for pay equity, there are no solid plans for fair distribution of these funds.

After lengthy discussion, the committee asked Mr. Frantz to obtain a copy of the mayor's recent letter supporting comparable worth and draft a letter supporting comparable worth incorporating the mayor's ideas.

B. In addition to the regular twelve paid holidays, the committee unanimously recommended the following:

-Closing Chinatown Branch at 5:00 P.M. on Chinese New Years Eve
-Closing the library on Easter Sunday
-Closing the main library on Gay Freedom Day

-Closing the library at 5:00 P.M. on Christmas Eve and New Years Eve.
-Closing the library on Sunday as well as Monday when a legal holiday falls on a Sunday and the holiday is observed on the following Monday

These would not be paid holidays and employees normally working these days could make up the time; use vacation, floating holidays or overtime earned; or the employee could elect not to be paid nor make up the time.

The meeting was adjourned at 5:00 P.M.

3. Today, Mr Frantz reported that he received a copy of Mayor Feinstein's letter regarding comparable worth and he will have a letter drafted by tomorrow.

Regarding the various additional closings, Mr Frantz has asked for staff input and asked the Commission not to vote on them until next month's regular meeting to allow for feedback from the staff.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that Resolution #1361 be adopted.

RESOLUTION #1361

AUTHORIZING THE CITY LIBRARIAN TO APPLY FOR, ACCEPT AND EXPEND FUNDS AVAILABLE FROM THE CALIFORNIA LIBRARY SERVICES BOARD FOR CONTINUATION OF PROJECT READ FOR 1985/86

WHEREAS, The California Library Services Board has invited libraries participating in the California Literacy Campaign to submit budget requests for continued state support for fiscal year 1985/86, and

WHEREAS, The San Francisco Public Library is eligible to apply for funds to extend the operation of Project Read, the library's community-based literacy program for one year; now therefore, be it

RESOLVED, That the City Librarian is authorized to apply for, accept and expend an amount not to exceed $120,000 of California Library Services Act funds for the continuation of Project Read through June, 1986, and be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

2. It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that Resolution #1362 be adopted.

RESOLUTION #1362

APPROVED, The Library Commission hereby authorizes the attendance of Faun McGinnis at the How to Write Clear Reports, Letters, Memos, Procedures Workshop to be held in San Francisco, July 8th and 9th, expenses to be paid by the Bay Area Reference Center, as such funds permit.

3. Commissioner Jebe submitted the following minutes of the Operations/Automation/Budget Committee which was held on Friday, April 26, at 12:15 P.M. Present were Commissioner Jebe, Chair; Commissioners Bransten and Richardson.

The committee unanimously recommended the following draft policy on Adult Use of Children's Rooms/Areas:

"Children's Rooms/Areas of the library are for the use of children and adults accompanying children. Adults are welcome to use the children's collection, but after selecting materials, adults should use them in areas of the library designated for adults. Exceptions may be made where the Children's Room is the only wheelchair accessible portion of the library. At staff discretion, adults may use the children's area during certain times when there are no children present."

The committee also recommended that appropriate signs reflecting this policy be made for the Children's Rooms/Areas and that this policy be reviewed after a reasonable period to examine its effectiveness.

The meeting was adjourned at 12:45 P.M.

4. Today, there was lengthy discussion regarding the draft policy of Adults Use of Children's Rooms/Areas. Commissioner Stong noted that there are many adults who are poor readers and capable of only reading childrens literature. Florence Mitchell, Eureka Valley Branch, stated that the City Attorney has recommended that the library formally codify its policies. Sgt. Kong stated that an ordinance approved by the Board of Supervisors dealing with various policies would help strengthen security. Commissioner Jebe asked that the matter be referred back to committee and that the staff provide further information and recommendations.

The next meeting of the Operations/Automation/Budget Committee will be held on May 15 at 12:15 in the Commission Room.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. Commissioner Stern reported that the committee met at 12:15 P.M. on Monday, May 6. Present were Commissioner Callanan, Chair; Commissioners Jebe and Stong.

The committee unanimously approved relocating the Friends information booth to the area by the directory to provide higher visibility of informational volunteers. They also agreed to relocate the security desk to the area by the donor plaque to enable surveillance of the entrance.

A new main library was discussed. Commissioner Stong will explore the new "shadow ordinance" with Dean Macris.

Mr. Frantz will re-write the building statement as recommended by Dr. Lowell Martin.

Commissioner Callanan will set up a meeting with Mayor Feinstein to discuss the new main library.

The meeting was adjourned at 1:15 P.M.

2. Today, it was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved that the Friends and the security guard desks be relocated to the corridor at the bottom of the grand staircase.

3. President Stong asked that the Facilities Committee meet to discuss the problem of wind in the lobby.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. President Stong will arrange a meeting between the committee and Margaret Mayer of the Friends.

2. Commissioner Stern reported that the Examiner and the Chronicle have given the library some excellent coverage during the last month.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. Gordon Lau, who heads the Sister City Committee, has started to formulate a sub-committee which will implement the desires of the mayor for an exchange of books between San Francisco and Shanghai.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. Commissioner Stern reported that the committee met at 12:15 P.M., Thursday April 4. Commissioner Callanan was also present.

The Bliss report was discussed. It was agreed that the printing collection was stronger than the consultant thought and that future acquisitions be given major, not moderate, attention. Commissioner Stern will consult Lynn Bonfield about submitting an NEH proposal, a move contrary to the consultant's opinion.

The June issue of FREE will carry a brief article on special collections and specific desired additions.

The library's Personnel Notes of April 5 will advertise 8 hours per week of a part-time 3630 Librarian I position.

The use of volunteers was discussed. A prospect for the San Francisco Room is a PhD with a library degree.

The meeting was adjourned at 1:00 P.M.

2. Commissioner Stern commended Kathleen Hiroka for the hours of hard work she devoted to making the recent reception at Western Addition so successful.

3. Barbara Boxer sent Commissioner Stern a letter reenforcing her commitment for strong public libraries.

NEW BUSINESS

1. None

There being no futher business the regular meeting of the San Francisco Public Library Commission was adjourned at 6:00 P.M.

The next meeting will be held Tuesday, June 4, at 4:30 P.M. in the Commission Room.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

San Francisco Public Library
Commission Meeting
May 2, 1985

RESOLUTION 1360

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April be approved:

2708 Custodian

Kimball, Walter

3610 Library Assistant

La, Co

3602 Library Page P/T

Abeyta, Angela
Ackerman, David
Aldana, Anthony
Chan, David
Chin, David
Chu, Chi N.
Griesert, Julie
Ho, Shirley
Moreno, Ricardo
Posada, Jimmy

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Escalante, Rina
Fisher, Andrew
Flamenco, Jose
Galon, Peter
Hall, Demetrius
Walker, Julitha
Warner, Loretta
Wong, Ivy
Young, Wing

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Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
June 4, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, June 4, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:40 PM by President Stong.

On roll call the following Commissioners were noted present: Callanan, Jebe, Raymundo, and Stong.

Commissioners Bransten, Richardson, and Stern were excused.

It was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that May 7, 1985 commission meeting minutes be approved as submitted.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. President Stong asked everyone to read the recent article in FOCUS concerning the main library.

2. Commissioner Stern received a letter from Assemblyman Art Agnos. He does not think the Assembly Ways and Means Committee will augment the Public Library Foundation Fund beyond the $16.45 million budget proposed by the governor.

   However, because the Senate Finance Committee was willing to augment the Fund by $16.45 million there is a chance that the Fund will receive some increase--particularly in light of the Governor's recent revelation of an unexpected large budget surplus.

   When the Senate Finance Committee and Ways and Means Committee take different actions on a budget item, the item is referred to the Budget Conference Committee. The Budget Conference Committee is made up of three Members of each House who resolve the differences in actions taken by the Senate and Assembly before sending it to the Governor. Thus, the Budget Conference Committee could augment the Fund.

   The Conference Committee Members are Assemblyman John Vasconcellos, Assemblywoman Maxine Waters, Assemblyman William Baker, Senator Alfred Alquist, Senator John Garamendi, and Senator John Seymour. Letters to the Conference Committee Members may be addressed to their attention at State Capitol, Sacramento, California 95814.

DOCUMENTS DEPT.
JUL 7 1986
SAN FRANCISCO
PUBLIC LIBRARY

Mr. Agnos also encouraged writing to the Governor to urge that he approve any augmentation to the Fund that the Budget Conference Committee might settle on.

3. Barbara Boxer has informed President Stong that the Senate has reinstated funds for library services at last years level. Congressman Boxer will continue to support funding for libraries.

CITY LIBRARIAN'S REPORT

Mr. William Ramirez for Mr. John C. Frantz

1. Mr. Ramirez announced that the exhibition Kalligraphia IV will be on display on the third floor, main library, from June 1 thru August 31.

2. It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that there will be no meetings of the Commission during the month of August.

3. Terri Simpson announced that the librarys budget will be heard by the Board of Supervisors Finance Committee on Tuesday, June 18, 1:30 PM. CLSI funds have been reduced from $125,000 to $62,500.

SECRETARY'S REPORT

Richard P. Walsh

1. Capital improvements approved by Mayor Feinstein for next year included minor repairs at Mission Branch and modifications to the current passenger elevator in the main library for earthquake safety.

   Projects not approved include replacing glass floors and improved lighting in the stacks; joint projects with the Friends for improved lighting in the rotunda and main stairway; various branch and main library replacement of linoleum, windows, water lines, miscellaneous repairs; and installation of a cement path to join the south handicapped ramps with the sidewalk on Fulton Street.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY REPORT

1. The 21st Annual Book Sale grossed $40,835. Over 3000 people attended the four-day event with 920 at the preview on Thursday. Publicity was excellent with possible exception of the Chronicle.

2. KRON-TV has produced and is showing a spot announcement about the Library's Summer Reading Program through Shirley Lowes' efforts.

3. KCBS and Safeway have agreed to a public awareness campaign about literacy programs including Project Read. Safeway will distribute flyers, print information on shopping bags and help volunteers set up tables for recruiting in stores. KCBS will produce a 5-minute documentary, radio announcements, and underwrite the cost of flyers.

4. Friends are sponsoring the Preview at the Hall of Flowers for the San Francisco County Fair Flower Show; theme is "Bouquets to Books". The Friends hope that the Library will want to send the bookmobile to the event and prepare a booklist for distribution.

5. Friends are sponsoring a reception following Tom Wolfe's appearance in the Literary Events at Herbst Theatre on October 9.

KEEP LIBRARIES ALIVE

1. KLA has written to the Senate Finance Committee in support of the $300 million bond issue for the November 1986 ballot.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. President Stong asked that Karen Scannell submit a report on delivery of Talking Books.

2. Commissioner Jebe asked Mr. Walsh to write to the Postmaster General to request relocation of the mailbox from the corner of Sacramento and Baker streets to the sidewalk in front of the Presido Branch.

REPORTS OF STANDING COMMITTEES
PERSONNEL
Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that Resolution #1363 be adopted.

RESOLUTION #1363

APPROVED, Resolution #1363, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of May, 1985. Also, resignations of Non-Civil Service Temporary and part-time positions made during the month of May, 1985.

2. It was moved by Commissioner Raymundo; seconded by Commissioner Jebe and unanimously approved that the main library be closed on Sunday June 30th, Gay Freedom Day; and also that main library staff normally assigned to work that day be permitted to work in a branch by arranging a schedule with the appropriate chief librarian. Further that in addition to the above and the regular twelve paid holidays:

   -Closing Chinatown Branch at 5:00 PM on Chinese New Years Eve
   -Closing the library on Easter Sunday
   -Closing the library at 5:00 PM on Christmas Eve and New Years Eve.
   -Closing the library on Sunday as well as Monday when a legal holiday falls on a Sunday and the holiday is observed on the following Monday.

   These would not be paid holidays and employees normally working these days could make up the time; use vacation, floating holidays or overtime earned; or the employee could elect not to be paid nor make up the time.

3. Commissioner Raymundo asked that Mr Frantz' letter to the Board of Supervisors regarding comparable worth be distributed to the Commission.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe submitted the following minutes of the Operations/Automation/Budget Committee which was convened at 12:15 PM on Wednesday, May 15, 1985 by Commissioner Jebe. Present were members Commissioners Bransten and Richardson.

   The committee unanimously approved the following policy pending approval by the City Attorney:

   ADULT USE OF CHILDREN'S ROOMS/AREAS

   Children's Room/Areas of the library are for the use of children and adults accompanying children. Adults are welcome to use the children's collection, but after selecting materials, adults should use them in areas of the library designated for adults. Exceptions will be made for legitimate uses of the children's collection or area, such as researching children's literature, using special materials (easy reading materials, books in many languages, etc.) and wheelchair accessibility. At staff discretion, adults may use the children's area during certain times when there are no children present. Library staff are authorized to make the final determination as specific needs arise.

The meeting was adjourned at 1:00 PM.

2. Today, Commissioner Jebe read suggested wording he received over the telephone from the City Attorney for the policy regarding adult use of children's rooms/areas. The Commission decided that some of the City Attorney's wording was not acceptable. It was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that the above mentioned policy be adopted until further written clarification from the City Attorney is received.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. The Facilities Committee met on Thursday, May 30 at 12:15 PM in the Commission Room. Present were Commissioner Callanan, Chair; Commissioner Jebe, member.

The wind and draft problem in the main lobby was discussed. The committee recommended closing the center outer doors and opening the north outer doors for a period of thirty days to determine if this would reduce the problem. Mr. Walsh will also writeb to the architects and ask for their suggestions for a solution to this problem.

2. Today it was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that a 30 day trial period begin of opening the north entrance doors (when appropriate signs are made) to see if the wind problem in the lobby is reduced.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee submitted the following minutes.
The committee met at 12:15, Thursday, May 9 in the Special Collections Department. Commissioners Stern and Callanan were present. Members presents were David Coombs, Ann Gates, Gladys Hansen, and William Ramirez.

An inquiry will go to the Skagg's foundation concerning a grant to catalog the calligraphy collection. Lynn Bonfield will draft the letter in consultation with Mig Mayer and Sue Taylor.

Lynn suggested, in a letter dated May 3, that the committee might convene an informal meeting with representatives from other Bay Area rare book collections: Bancroft, Stanford, USF, the California Historical Society, etc. The purpose would be to discuss areas of possible cooperation in meeting the goals of each of the collections represented, with, perhaps some cooperative acquisition agreements being developed.

There was agreement that the acquisition priorities recommended in the Bliss report were valid, providing that the printing collection be upgraded from moderate to major. Presumably priorities for cataloging would be consistent with those for acquisition: printing, SCOWAH, and calligraphy, with lower priority to the Panama Canal and the Fox children's books collection.

Mr. Frantz was asked to contact Bob Harlan, Acting Dean at the Berkeley library school to see if a graduate student or intern could work during the summer as a cataloger for special collections.

A lecture by Jim Hart at the Library of Congress, Fine Printing: A San Francisco Tradition was designed and printed by Andrew Hoyem in a special limited edition. It deals in some detail with the printing careers of the Grabhorns.

NEW BUSINESS

1. None.

There being no further business, the June 2, 1985 Commission Meeting was adjourned at 5:15 PM.

The next regular meeting of the San Francisco Public Library Commission will be held on July 2, 1985 at 4:30 p.m. in the Commission Room, main library.

Respectfully Submitted:

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

San Francisco Public Library
Commission Meeting
June 4, 1985

RESOLUTION 1363

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May be approved:

3630 Librarian I

Bowen, Amanda

7426 Elevator Operator

Manalang, Benjamin

3602 Library Page P/T

Ho, Evelyn
Hoff, Jennifer
Hom, Herman
Lee, Dae Sik
Mallari, Rowena
McDaniel, Patricia
Ngo, Linh Le
Orgeron, Brad
Scallion, Brooke
Serrano, Gerard
Summerville, Chris
Thorn, Cynthia
Tsui, Betty
Wong, Gary W.

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

7426 Elevator Operator

Meyer, Leonard

3602 Library Page P/T

Cox, William
Davis, Diane
Goyette, Brian
Hamilton, Amy
Madonovich, Linda
Myers, Laura
Provost, Steven
Semien, Patricia
Walrath, Erich

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
July 2, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, July 2, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

Commissioner Bransten was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Raymundo and unanimously approved that June 4, 1985 commission meeting minutes be approved as submitted.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. No report.

DOCUMENTS DEPT.

JUL 10 1985

SAN FRANCISCO
PUBLIC LIBRARY

CITY LIBRARIAN'S REPORT
Mrs. Karen Scannell
for
John C. Frantz

1. New positions approved for FY 85-86 will not be filled until at least September 15 when the Board of Supervisors has completed a thorough analysis of City finances.

   Keep Libraries Alive was instrumental in the approval of the librarys budget request by the Board.

2. Dalisay Bocobo-Balunsat held another very successful Philipine-American Cultural week in June.

3. Neel Parikh reported that the current summer reading program has been extremely successful. She thanked staff members Linda Geistlinger, Vivian Sykes and Barbara Vandenborg for their hard work in making the program such a success. It is expected 6,000 children will participate.

4. Roberto Esteves reported that the City is eliminating its Centrex telephone system. ATT has been awarded the contract for a new system. The library is scheduled for conversion to this system in January, 1986.

SECRETARY'S REPORT
Richard P. Walsh

1. Mr. Walsh introduced a new staff member, Rachel MacLauchlan. Ms. MacLachlan has been hired as 8207-Building and Grounds Patrolman.

2. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved that Barbara Brannon be appointed to serve on the Advisory Committee to the Library for the Blind and Print Handicapped.

LIBRARIAN'S GUILD

1. No. Report

OTHER STAFF REPORTS

1. Florence Mitchell asked the status of the distribution of the security manual. Mr. Walsh will check with Mr. Frantz to determine when the manual will be available.

FRIENDS OF THE LIBRARY REPORT

1, Friends are 1985 winners of the award for large urban library Friends groups given by Friends of Libraries, USA. Marjorie Stern will accept the award in Chicago on July 6th for the Friends.

2. The following are Friends-Sponsored events in 1985-86:

   August 22, 1985: San Francisco County Fair Flower Show Preview "Bouquets To Books" 5:30 - 8:00 pm. Hall of Flowers, Golden Gate Park. Tickets: $15, $25 (couple), $10 (seniors, students). Proceeds to benefit Friends of the Library and the San Francisco County Fair Flower Show.

   September 30, 1985: 5th ANNUAL AUTHORS SERIES, 8:00 pm, Herbst Theater. Opening event with Edna O'Brien and Benedict Kiely. Other events: October 9, Tom Wolfe; October 27, Alice Walker; November 8, May Sarton; November 15, William Styron; November 20, Ellen Goodman; December 4, Garrison Keillor.

   March 9 & 10, 1986: "CENSORSHIP AND LIBRARIES" Exhibit preview and opening, Main Library, Civic Center

April 6, 1986: JOB YOUR MIND II, Run for your Library 10K and 1 mile, Begins at Marina Branch Library

May 22-25, 1986: 22ND ANNUAL BOOK SALE, Fort Mason

KEEP LIBRARIES ALIVE

1. Ellen Sanger is the new chairman. Two new board members are Paul Holtzman and Michael Palmer.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Commissioner Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that Resolution #1364 be adopted.

APPROVED, Resolution #1364, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of June, 1985. Also, resignations of Non-Civic Service Temporary and part-time positions made during the month of June, 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE

Commissioner Walter G. Jebe

1. No report.

FACILITIES COMMITTEE

Commissioner Edward F. Callanan Jr.

1. Mr. Ramirez reported that the 30 day trial period of opening the north entrance doors will begin as soon as appropriate signs are made.

PUBLIC RELATIONS COMMITTEE

Commissioner Raye G. Richardson

1. No report.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The next meeting will be held on Thursday, July 11th at 12:15 in the Special Collections Department.

NEW BUSINESS

1. None.

There being no further business to transact, the July 2, 1985 Commission Meeting was adjourned at 5:20 PM.

The next regular meeting of the San Francisco Public Library Commission will be held on Tuesday, September 3, 1985 at 4:30 p.m. in the Commission Room, main library.

Respectfully Submitted:

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

San Francisco Public library
Commission Meeting
July 2, 1985

RESOLUTION 1364

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June be approved:

1630 Account Clerk

Tubao, Richenda

1444 Clerk Stenographer

Ballestrasse, Augustina

1446 Senior Clerk Stenographer

Burke, Christine

7355 Truck Driver

Oldham, Troy

3602 Library Page P/T

Abeyta, Joseph
Huynh, Cuong
Juhasz, Attila
Moore, Dwight
Wong, Charles

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Dua, Monica
Hayes, Beverly
Ly, Jimmy
Rasmussen, Damien
Thorn, Cynthia

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DOCUMENTS
SEP 19 1985
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
September 3, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, September 3, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:35 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that July 2, 1985 commission meeting minutes be approved as submitted.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. President Stong congratulated the main and branches for recent MBO performance. Many targets were exceeded.

2. Anne Halderman and Roberto Esteves were thanked for their hard work in justifying the automation budget request.

3. Mayor Feinstein was quoted in FOCUS magazine as asking the Commission to find private sector funding for what promises to be a $50 million new main library. She has asked for plans on cost and design as well as for plans for use of the present building.

4. Commissioner Stong asked Mr. Walsh to report on the removal of the dirt path in front of the main library. Mr. Walsh reminded the Commission that the funding of this project was denied in FY 85-86 capital improvements budget.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. On August 20, Commissioners Richardson and Stong were sworn-in by Mayor Feinstein for renewed four year terms.

SECRETARY'S REPORT
Richard P. Walsh

1. Mr. Walsh introduced new members of the Security department: William Keme, Guadalupe Santoyo, Anan Ugbaja and Alan Chinn.

2. Talking Books mail at Presidio Branch is being picked up daily by the U.S. Post Office.

3. The library has received an Award of Honor from the American Institute of Architects for the handicapped ramps in front of the main library.

4. A trial period has been completed in attempting to solve the problem of drafts in the lobby. Today, the Commission agreed that the center outer doors will be closed and the north doors opened on windy days until funding for revolving doors is available.

LIBRARIAN'S GUILD

1. No report

OTHER STAFF REPORTS

1. Florence Mitchell asked when the Security Department procedures manual will be distributed. Mr. Frantz reported that the manual will soon be sent to all worksites.

FRIENDS OF THE LIBRARY REPORT

1. Mrs. George Bush will visit Project Read on September 11 for a briefing and reception to greet tutors and students. She has selected the fight against illiteracy as her special project during her husband's second term as Vice President of the United States.

2. Fifth annual authors' series begins at Herbst Theatre on September 30 with Edna O'Brien and Benedict Kiely. There will be a special reception following Tom Wolfe's appearance on October 9 to which peiple contributing $100 will be invited. Jean Auel, author of "Clan of the Cave Bears", has been added to the literacy list as a special event on December 11.

3. Mini book sales in July and August raised $1,681 and $2,416 the largest totals yet for the small sales. The represents 16,388 books at 4/$1.

4. City Guides is recruiting for the ninth class of volunteer docents. Twenty people have signed up for the course which begins on September 28.

5. Many thanks to all our donors during the months of July and August: Pacific Telesis for $3,000 in support of the next six issues of FREE; sixteen advertisers in the Flower Show program; and forty-seven businesses and 114 individuals donated $3,570 to provide subscriptions to 146 periodicals in "Mag-a-Bucks" program.

6. "Bouquets to Books" preview of the County Fair Flower Show brought more good will than money to the Friends. The Flower Show committee was very pleased and hoped that we will put on the party again next year and draw many more people.

KEEP LIBRARIES ALIVE

1. KLA will be working on plans for a new main library as well as the state bond issue for library funding.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES
PERSONNEL
Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that Resolution #1365 be adopted.

APPROVED, Resolution #1365, Non-Civil Service Temporary and recertification of Temporary Appointments made during the months of July and August, 1985. Also, resignations of Non-Civil Service Temporary and part-time positions made during the months of July and August, 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. It was moved by Commissioner Jebe seconded by Commissioner Callanan and unanimously approved that Resolution #1366 be adopted.

RESOLUTION #1366

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO APPLY FOR, ACCEPT AND EXPEND FEDERAL FUNDS AVAILABLE THROUGH THE CALIFORNIA STATE LIBRARY FROM TITLE I OF THE LIBRARY SERVICES AND CONSTRUCTION ACT FOR MAJOR URBAN RESOURCE LIBRARIES.

WHEREAS, The California State Library has federal Library Service and Construction Act funds available to support Major Urban Resource Libraries: and

WHEREAS, The San Francisco Public Library wishes to submit an application to the State of California to be designated as a Major Urban Resources Library; and

WHEREAS, The San Francisco Public Library is eligible for these funds as a city with a population of 100,000 or more; now, therefore be it

RESOLVED, That the San Francisco Public Library is authorized to apply for, accept and expend $44,620 of federal funding for designated Major Urban Resource Libraries' and, be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

2. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that Resolution #1367 be adopted.

RESOLUTION #1367

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1985-86.

WHEREAS, The Board of Supervisors of the City and County of San Francisco approved the application for funds for the Federal Library Services and Construction Act for the continued operation of its reference project, the Bay Area Reference Center, by Resolution #354-85 dated April 25, 1985; and

WHEREAS, The San Francisco Public Library has received approval by the State Library of funding in the amount of $423,800; now therefore be it

RESOLVED, That the San Francisco Public Library is authorized to expend this amount, plus interest earned theron, for fiscal year 1985-86, and be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and, be it

FURTHER RESOLVED, That there are indirect costs of 5% contained in the budget of this grant.

3. It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that Resolution #1368 be adopted.

RESOLUTION #1368

RESOLVED, That the Library Commission authorizes the attendance of Roberto Esteves and Martha Heverly to the Personal Computer Faire to be held in San Francisco, September 5-7, and authorizes their attendance at the IBM PC and DOS Training siminar, expenses to be paid from LSCA Reads Automation funds as such funds permit.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. Commissioner Callanan thanked William Dick for his thoughtful proposal regarding use of the present main library and possible expansion. This proposal will be discussed at a future meeting of his committee.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. Commissioner Bransten reported that the Shanghai-Sister City Friendship Committee will meet tomorrow. Commissioner Callanan reported that the first exchange between Cork and San Francisco has been completed. Cork sent 23 books and San Francisco sent 25 books.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The committee met on August 29 at 12:15 p.m. in the Special Collections Department. An exhibit on fine press materials will be displayed soon. Next month the International Bibliophile Association will be meeting for one week in Los Angeles and one week in San Francisco. There will be a reception in Special Collections on October 11 at 4:00 p.m.

2. Commissioner Stern thanked Sue Taylor for the beautiful and imaginative Calligraphia exhibit last month. It attracted more attention by the public than any exhibit in recent memory.

NEW BUSINESS

1. None

There being no further business to transact, the July 2, 1985 Commission Meeting was adjourned at 5:20 PM.

The next regular meeting of the San Francisco Public Library Commission will be held on Tuesday, October 1, 1985 at 4:30 p.m. in the Commission Room, main library.

Respectfully Submitted:

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

SAN FRANCISCO SUBREGIONAL LIBRARY MINUTES
of the
ADVISORY COMMITTEE MEETING

July 30, 1985

The meeting was called to order by chairperson Dr. Rose Resnick at 4:15 p.m. NLS Advisory Committee members present were Harriet Fielding, Eleanor Miller, William Gibbons, and new Advisory Committee member, Barbara Brennan. Library staff members present were: Karen Scannell, Chief of Branches, Ruth Amernick, librarian for exceptional children ; and Supervising NSL Librarian, Martha Heverly.

The Minutes of the previous meeting were accepted as corrected. The correction made was to note that the Bylaws adopted at the previous meeting should be distributed to committee members on cassette rather than in Braille as some do not use Braille. Jim Thomas is to be requested to duplicate the Master cassette for these members. Those preferring Braille may have it upon request.

Ms. Heverly reported that the LAC treasury consists of $2,031.52 as of July 1st with an additional $7.50 recently received. The sub-regional library treasury consists of donations from various sources in the community and custodian of it are the Friends of the San Francisco Public Library. Ms. heverly reported that when contributions are received, she photocopies names and addresses of donors and acknowledges the gift before sending the funds to the Freinds treasurer.

BUSINESS

The meeting consisted of a discussion of various matters which have been pending for more than a year. Questions were asked of Mrs. Scannell and Ms. Heverly as to when the work of converting the downstairs area of the Presidio branch to a comfortable, warm lounge and reading room for the visually impaired users would be completed. The Chair stated that it seemed as though there was much "foot dragging" on this project. Ms. Heverly reported that the special shelving required to arrive on August 14, and said that the long-planned "Open House" probably could not be arranged before June, 1986.

There was general discussion about long-range planning of projects and programs. The Chair pointed out that a public relations program should be started at once. Mrs. Scannell and Ms. Heverly agreed and Harriet Fielding was asked to work with Ms. Heverly in planning such a program.

A mothon was made by Eleanor Miller that the LAC look into the purchase of a copier for the SR library. The motion was amended to state that an effort was to be made to get a copier donated, and if not possible, the proposed copier should be purchased from SRL funds. Motion passed.

It was announced that the Public Library Commission had certified Barbara Brennan as a Library Advisory Committee member.

The meeting concluded with the request from Chairperson Resnick that LAC members give serious thought to possible projects and programs and bring their ideas to the next meeting for general discussion.

Advisory Committee member, Helen Varella has resigned. There are vacancies on the committee. Resnick asked for names of qualified persons willing and able to serve.

The meeting was adjourned at 5:30 p.m. The next meeting will be held on September 24, 1985. The Secretary is to send meeting notice and telephone chair person, Eleanor Miller is to follow up by telephone.

Respectfully submitted,

Harriet Fielding
Secretary, pro tem

SF
P76
.2
10/1/85

DOCUMENTS DEPT.
OCT 1 1 1985
PUBLIC LIBRARY

Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
October 1, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 1, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, and Stong.

Commissioners Richardson and Stern were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that September 3, 1985 commission meeting minutes be approved with the following correction.

> Page 1, City Librarian's report, 1. "On August 20, Commissioners Richardson and Stern were sworn-in by Mayor Feinstein for renewed four year terms.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. President Stong welcomed Catherine Lynch, League of Women Voters, to the audience.

2. Exxon is funding "Great Perfomances in the Library". Mr. Frantz was asked to investigate the possibility of the San Francisco Public Library participating in this program.

3. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the Commission send best wishes for a speedy and complete recovery to Grace McDuff Parker following her recent surgery.

   The Secretary was asked to send a note to Mrs. Parker reflecting the Commissioner's get-well wishes.

4. Karen Scannell reported that installation of shelving on the ground floor of Presidio Branch will be completed within three weeks. The new heating system has not yet been accepted by the library since there are a few modifications to the system that need to be completed.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz thanked Karen Scannell for recent statistics comparing percentage of branch circulation with percentage of branch costs.

SECRETARY'S REPORT
Richard P. Walsh

1. Deborah Lehrner, Recreation and Park Department planner, and George Swan, Department of Public Works architect, reviewed current plans for a "tot lot" at North Beach Playground. The area will be developed for use by mothers with small children. It will be supervised by a recreation director and will be locked at night. It was moved by Commissioner Callanan seconded by Commissioner Raymundo and unanimously approved that the plans be accepted as presented.

2. Commissioner Stong requested that the sign saluting the cable cars be taken down from the front of North Beach Branch.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. None

FRIENDS OF THE LIBRARY REPORT

1. The highlight of September was the visit to Project Read from Mrs. George Bush, wife of the Vice-President. She had a private briefing session in the Rare Book Room with Bary Area literacy program directors and than made an informal talk to more than a hundred sutdents, tutors and others involved in literacy campaigns. Project REad's Olive Gamble extended thanks to everyone in the Main Library who facilitated the visit and the accompanying security measures needed.

2. October is the month for special neighborhood walks conducted by volunteer City Guides. Twelve new neighborhoods will be explored in addition to the regularly scheduled walks. Pick up a brochure in any library.

3. Friends are hosting a reception in honor of the 14th Congress of the International Association of Bibliophiles on Friday, October 11 in the San Francisco Room.

4. Mini book sales are coming up on October 20 and November 17 at Fort Mason.

5. Last night's lecture on "Women in Literature" by Irish writer Edna O'Brien was a fine beginning of the 7-event series plus an extra special event on December 11 by Jean Auel, author of Clan of the Cave Bear.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Bransten and unanimously approved that Resolution #1371 be adopted.

    1. APPROVED Resolution #1371, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of September 1985. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of September 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. It was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that resolution #1370 be adopted.

RESOLUTION #1370

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE COMPLETION OF THE READS AUTOMATION PROJECT FOR 1985-86.

WHEREAS, The Board of Supervisors of the City and County of San Francisco approved the application and acceptance of funds from the Federal Library Services and Construction Act for the completion of the automation of the Library for the Blind, by Resolution #44985 and,

WHEREAS, The San Francisco Public Library has received approval by the State Library for funding in the amount of $34,900; now therefore be it

RESOLVED, That the San Francisco Public Library is authorized to expend this amount, pending equipment approval by the EISPIC committee, and be it

FURTHER RESOLVED, That this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds; and be it

FURTHER RESOLVED, That there are indirect costs of 5% contained in the budget of this grant.

2. It was moved by Commissioner Jebe, seconded by Commissioner Raymundo and unanimously approved that Resolution #1372 be adopted.

RESOLUTION #1372

RESOLVED, That the Library Commission hereby authorizes the attendance of Faun McInnis at the San Joaquin Valley Library System reference librarians' meeting to discuss the future of third level reference in California and to speak at the Fresno extension of the San Jose State Library School program on the history and future of third level reference in California, in Fresno, October 16, 1985; expenses to be paid from the Bay Area Reference Center funds 1985/86, as such funds permit.

3. It was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that Resolution #1373 be adopted.

RESOLUTION #1373

RESOLVED, That the Library Commission hereby authorizes Shell Oil Company a revocable easement to install a cathodic protection unit on San Francisco's 33.85 acre parcel in Kern County.

4. The Operations/Automation/Budget Committee will meet on Wednesday, October 16 at 12:15 in the Commission Room.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. No report

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. No report.

NEW BUSINESS

1. Mr. Frantz reported that the Finance Committee of the Board of Supervisors has reserved about $40 million of this years city's budget to minimize the pending deficit next year.

There being no further business to transact, the October 1, 1985 Commission Meeting was adjourned at 5:05 PM.

Due to Election Day the next regular meeting of the San Francisco Public Library Commission will be held on Wednesday, November 6, 1985 at 4:30 p.m. in the Commission Room, main library.

Respectfully Submitted:

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

San Francisco Public Library
Commission Meeting
September 26, 1985

RESOLUTION # 1371

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September be approved:

3602 Library Page P/T

Aldana, Alton
Bosserman, Stephen
Bu, Luis S.
Cousino, Nicole
Halberstam, Judith
Herrera, Terry
Ngyen, Huy Anh
Pede, Paula Lea
Rhodes, Kedra
Witherell, Wendy
Yee, Lupita

3610 Library Assistant

McCallon, Marilyn

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Burke, Christine
Cicibrck, Deborah
Garden, David Jr.
Lacabanne, Steven
Lee, Aileen
Lee, Dae Sik
McDaniel, Patricia

SF
P76
#2
1/6/85

Minutes

DOCUMENTS DEPT.
NOV 19 1985
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
November 6, 1985

The regular meeting of the San Francisco Public Library Commission was held Wednesday, November 6, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that October 1, 1985 commission meeting minutes be approved.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. Faun McInnis reported that the state library has asked the San Francisco Public Library for a contingency plan for phasing out BARC by September, 1986. The City Librarian and she responded to the state library in written form by the September 30, 1985 deadline. Gary Strong had also asked for comments regarding use of LSCA funds for these services as well as alternative plans for offering third level reference service.

   Two statewide meetings were held in October for further comments. Response has been extremely positive for the continuation of BARC and SCAN. Gary Strong may present his recommendation on November 16 at the advisory committee meeting during CLA.

2. President Stong thanked Johanna Goldschmidt for the very successful exhibit and reception which were was held during the International Bibliophile Conference.

3. Mr. Frantz reported that one of the most important provisions of the Civil Service Initiative that is being petitioned for the June ballot is that it moves the responsibility of collective bargaining from the Board of Supervisors to the Mayor. Further, it reduces the administrative details that the Civil Service Commission must deal with.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. There have been two meetings of the Public Services Task Force which has been formed for planning the Mission Bay development. Mr. Frantz will attend a third meeting later this month. About 15,000 residental units are planned. 20,000 - 25,000 blue-collar or grey-collar jobs are expected for the more than 200 acre parcel.

2. On October 15th Neel Parikh completed her first year as Coodinator of Children's Services. Mr. Frantz commended her on a splendid job performance.

3. Civil Service Commission has approved a change in their administrative regulations which will permit the exchange of employees between City Departments and other public agencies. This will allow for a librarian exchange program.

4. Mayor Fienstein has asked all departments to review their revenue schedules. Mr. Ramirez has recommended increases for certain fines and fees. The matter will be heard by the Automation/Budget/Operations Committee on November 20th in the Commission Room at 12:15PM.

SECRETARY'S REPORT
Richard P. Walsh

1. The automatic passenger elevator was completed two weeks ago. Extremely favorable comments have been expressed by staff and the public.

2. City Architect has advised the Library that all materials for public restroom remodeling in the main have now arrived. A pre-construction meeting is scheduled for November 18.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Anne Kincaid reported that on November 30th there will be a frog jumping contest in the Lurie Room in celebration of Mark Twain's 150th birthday. President Stong suggested that Robert Morse of the Examiner be contacted for publicizing the event.

2. Florence Mitchell asked that the Commission to review its current policy of holding regular monthly meetings on the day after election day when election day is on the first Tuesday of the month.

   It was moved by Commissioner Stong, seconded by Commissioner Bransten and unanimously approved that regular monthly meetings will be held on the first Tuesday of the month even when the first Tuesday is election day.

FRIENDS OF THE LIBRARY REPORT

1. The Friends are still seeking 1800 square feet of space to facilitate future book sales.

KEEP LIBRARIES ALIVE

No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Bransten and unanimously approved that Revolution #1374 be adopted.

   1. APPROVED, Resolution #1374, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of October, 1985. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of October, 1985.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE
Commissioner Walter G. Jebe

1. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that resolution #1375 be adopted.

RESOLUTION #1375

RESOLVED, The Library Commission hereby authorizes the attendance of Carol Coon at the 10th Annual BRS User Meeting to be held in Los Angeles, November 12-13 1985, expenses to be paid by the Bay Area Reference Center, as such funds permit.

2. It was moved by Commissioner Jebe, seconded by Commissioner Raymundo and unanimously approved that Resolution #1376 be adopted.

RESOLUTION #1376

AUTHORIZING THE PUBLIC LIBRARY TO APPLY FOR, ACCEPT AND EXPEND FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR MINORITY RECRUITMENT TRAINING FUNDS FOR 1985-86

WHEREAS, The California State Library has available Federal Library Services and Construction Act funds for the assistance of minority students in training for librarianship; and

WHEREAS, The members of minority groups are underrepresented in the library profession statewide and in San Francisco; and

WHEREAS, The San Francisco Public Library is desirous of making application to the California State Library for funds to sponsor students for such training, now, therefore, be it

RESOLVED, That the San Francisco Public Library is authorized to apply for accept and expend Federal funding for 1985-86 as provided by such grants, not to exceed $5,400, as approved by the State of California; and be it

FURTHER RESOLVED, That this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

3. Commissioner Jebe submitted the following minutes for the record.

The Operations/Automation/Budget Committee met Wednesday, October 16, in the Commission Room. Present: Commissioner Jebe, Chair; Commissioner Bransten, Member.

The Committee reviewed FY 85-86 budget limitations. Although no final recommendation came out of committee, members agreed that if services must be reduced then the Lowell Martin plan of consolidating branches should be implemented. The Committee recommended that seven day service at the resource branches and main be maintained.

The Fuhrman Fund Audit Report was discussed. The committee felt that since revenues will be significantly reduced in an estimated six years after a windfall of revenue from accelerated oil production that expenditures for upcoming years should be limited to the current prudent rate of interest based on current income.

4. Today, it was moved by Commissioner Jebe, seconded by Commissioner Callanan and unanimously approved that Resolution #1378 be adopted.

RESOLUTION #1378

RESOLVED, That the Library Commission hereby authorizes expenditure of revenue received from the Fuhrman Fund for FY 1986-87 to the current prudent rate of interest based on current income.

5. President Stong asked Commissioner Jebe to convene his committee to review current year expenditure of state funds.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. Commissioner Callanan submitted the following minutes of the Facilities Committee for the record.

The Facilities Committee met on October 23, 1985 at 12:00 in the Lurie Room. Present were Commissioner Callanan, Chair; Commissioners Jebe and Stern, members.

The committee discussed two recent letters from William Dick dealing with the use and expansion of the main library. One letter explained a plan for expansion on Hyde St. The other letter gave reasons why the Marshall Square site would not offer adequate square footage for a new main library.

Commissioner Callanan thanked Mr. Dick for all of his efforts in researching main library expansion.

Mr. Ramirez detailed various visits to the main library by City personnel:

9/20 - Roger Boas, Norman Karasick, Frank Moss. Mr Ramirez showed overcrowded and hazardous conditions throughout the building.

9/30 - Mr. Ramirez sent Roger Boas information on maintenance and operational costs.

10/02 - Previous studies on space needs sent to Mr. Karasick

10/11 - Personnel from Roger Boas' office took pictures of all problem areas.

10/17 - John Cribbs borrowed floor plans of the building.

10/21 - John Cribbs, Norman Karasick are looking into the idea that the building may be obsolete.

Commissioner Stong restated her position that a main library should be comprised of large, flexible open spaces and that any remodeling or expansion of the current building would still produce inflexible spaces with prohibitive staffing costs.

There was disussion of the building program statement. Anticipated completion date is two months.

Commissioner Stong submitted a draft resolution for Commission approval declaring Marshall square as the appropriate site for a new main. Commissioner Callanan asked the Secretary to put the resolution in proper form so it may be reviewed by the full Commission at its next monthly meeting.

Mr. Frantz has attended a meeting of the task force for Mission Bay development (approximately 200 acres.) He will keep Commission informed of plans for the area which now includes commercial office space and residences.

Meeting adjourned 1:10.

2. Today, Commissioner Callanan read the following statement written by Mr. Frantz for the record.

The proposal to remodel the existing main library building with new construction east to Hyde Street has been rejected by three different teams of nationally-recognized library building experts over a period of more than 25 years. A sampler of their reasoning follows:

More than 60% of the first floor is composed of staircases, elevators, corridors, enclosed light courts, entrances and toilet facilities with less than 10% of usable public service area. There are four different floor elevations on the first floor.

On the second floor, a little more than one-third of the area is available for reading rooms and library functions.

Book stack areas are remote and unrelated to the public service points where the materials are needed. The stacks are structurally self-supporting so any alteration on any one level would require the entire removal of the stacks.

Only a small portion of the third floor is available for public service. The entire central portion is lost and opens onto the roof above the central staircase and light courts.

The basement area is not convertible into public service area without very high costs because of the multiplicity of column, duct, barriers, and mechanical equipment.

The existing foundations and footings are inadequate to take additional loads.

Compliance with present earthquake codes would make remodeling prohibitively expensive.

The Bolles report of 1964 concluded: "We are convinced that remodeling the existing structure is not feasible in that the result would be a poorly planned library, inflexible to meet changing conditions, confusing to the library user, inadequate for meeting the needs, wasteful of spaces both in area and cubage and an expensive burden as far as operating expenses are concerned for the life of the remodeled building."

The A. D. Little report in 1970 said "the existing main library building presents enormous difficulties and insurmountable barriers which prevent the development of a functional library plan for the size and flexibility needed for a major urban central library. Large expenditures for alterations and new construction would be required, but the net result would remain a poorly planned library that is barely adequate for today's needs and is inadequate to meet the needs and conditions of the future."

In 1984, Robert Rohlf's report carried the same theme "Expansion of the present building will only compound the inefficiency of the present building regarding floor levels, disconnected areas, lack of circulation patterns, and any logical efficiency. A major problem would be that any expansion would have to contain very large cubic areas in order to achieve even a minimal square foot increase and that could only be done at a great cost per assignable square foot."

3. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that Resolution #1377 be adopted.

RESOLUTION #1377

WHEREAS, The present main library building is obsolete, dangerously overcrowded, and does not meet the needs of users; and

WHEREAS, The present main library does not have sufficient space for the present collections and has no space for current and future growth; and

WHEREAS, The San Francisco Public Library has been designated as a Regional Resource Center for northern California by the California State Library; and

WHEREAS, The present facility does not provide for the adoption of new computer and telecommunication technology; and

WHEREAS, The present main library cannot be remodeled to provide large, flexible open spaces needed to provide user-friendly modern library services; and

WHEREAS, A modern, well-designed main library would permit more efficient use of library staff than is now possible; and

WHEREAS, More that 60% of the entire existing first floor is composed of staircases, elevators, corridors, enclosed light courts, entrance and toilet facilities, a proportion which cannot be reduced by remodeling; and

WHEREAS, Stack area locations are remote and unrelated to the public service points where the materials are needed; and

WHEREAS, Compliance with present earthquake codes would make remodeling prohibitively expensive; and

WHEREAS, Remodeling the present building would require closing and moving the entire contents of the building for at least two years and incur additional costs; and

WHEREAS, This closing would not only destroy the service of the main library but would severely impact branch service since the main is key to their operation; and

WHEREAS, Efficient structural use of the Marshall Square site would require relocation of the Pioneers Monument from the southeast corner, now therefore; be it

RESOLVED, That the San Francisco Public Library Commission declares the need for a new building on Marshall Square for use as a main library; and be it

FURTHER RESOLVED, That remodeling or rebuilding on the main library's present location has insoluble architectural problems which will not meet the library's needs; and be it

FURTHER RESOLVED, That the Pioneers Monument on the southeast corner of Marshall Square at Hyde and Grove be relocated to another location; and be it

FURTHER RESOLVED, That a new use or new uses be found for the present main library building; and be it

FURTHER RESOLVED, that this resolution be reproduced and distributed to public officials and disseminated publicly.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. Commissioner Richardson asked for more involvement by fellow Commissioners in the literacy project. She requested each commissioner to find one tutor for the program.

2. There is a city-wide move to celebrate Martin Luther Kings birthday. William Ramirez will ask Jane Ritter to plan exhibit space for a display in the main.

3. Commissioner Richardson also asked Mr. Ramirez to arrange for a display featuring alumni from San Francisco State University during October, 1986 in celebration of San Francisco State University Week.

4. Commissioner Jebe asked that someone label the Carnegie branch pictures in the Commission Room noting each branch name.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. The next meeting of the Joint Committee on Special Collections will be held Thursday, November 7 at 12:15 PM in Special Collections.

NEW BUSINESS

1. On the recommendation of the City Librarian, it was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved that Resolution #1379 be adopted.

RESOLUTION #1379

"A Star in our Midst"

WHEREAS, Regina Minudri has been elected Vice President-President Elect of the American Library Association, and

WHEREAS, Regina launched her brilliant career as a page at the Sunset branch library, and

WHEREAS, Regina worked at the Sunset branch while she attended the San Francisco College for Women and while she earned her Masters Degree in Library Science at the University of California at Berkeley in 1959, and

WHEREAS, Regina's illustrious career led to her receipt of the American Library Association's Grolier Award in 1974 for unusual contribution to the stimulation and guidance of reading by children and young people, and

WHEREAS, Regina has served as President of the California Library Association and as a member of the Executive Board of the American Library Association prior to her recent election, now therefore be it

RESOLVED, that the San Francisco Public Library Commission commends this "Star in our Midst" and takes pride in the excellence of her contribution to the library profession.

There being no further business to transact, the November 6, 1985 Commission Meeting was adjourned at 5:45 PM in memory of Alden W. Cox, Karen Scannell's father, who passed away on November 3, 1985.

The next regular meeting will be held on Decmeber 3, 1985 at 4:30 PM in the Commission Room of the main library.

Respectfully Submitted:

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

San Francisco Public Library
Commission Meeting
November 6, 1985

RESOLUTION # 1374

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October be approved:

3602 Library Page Part-time

Ashbrook, Lynn
Au, David
Cheung, Bobby
Glover, Emilie
Gong, Joseph E.
Lien, Hon
Lopez, Dyna P.
Ng, Johnny
Stevens, Amy

2708 Custodian

Rano, Donald

3610 Library Assistant

Chau, Heather
Deely, John

3630 Librarian I

Colby, Michael

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page Part-time

Cheung, Ruby
Chow, Fanny
Louie, Dean
Mallari, Rowena
Smith, Gene
Witherell, Wendy
Woo, Doris

3630 Librarian I

Nyhan, Catherine

SF
P76
#2
2/3/85

Minutes

DOCUMENTS DEPT.

DEC 17 1985

SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
December 3, 1985

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 3, 1985 in the Commission Room at the main library.

The meeting was called to order at 4:30 PM by President Stong.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Richardson, seconded by Commissioner Stern and unanimously approved that the November 6, 1985 commission meeting minutes be approved.

PRESIDENT'S REPORT
Commissioner Mary Louise Stong

1. President Stong appointed the Nominating Committee for election of officers for 1986. Commissioner Bransten, chair; Commissioner Callanan and Jebe, members.

2. KLA unanimously endorsed Library Resolution #1377 declaring the need for a new main library on Marshall Square and also that new uses be found for the present main library building.

   The Friends endorsed the idea of a new building but did not unanimously agree that new uses should be found for the present main.

3. Louise Renne will present several concrete proposals for a new main to the Board of Supervisors after the holidays.

4. Sally Brunn has met with Senator Keene in Sacramento. He told her that SB1220 would hopefully pass the Legislature, be signed by the Governor, and be put on the state ballot in 1986. The bill calls for $300 million in general obligation bonds for local library construction in California. San Francisco is on record for $37 million of the $300 million.

She was told that there is approximately $5 billion worth of general obligation bonds being considered and the figure will be reduced to $1 billion. It is hoped that the $300 million for library construction will be included although it has to compete with school bonds, elderly housing bonds, etc. He said that there has to be some "in kind" contribution from the local community. Marshall Square land may qualify as part of this "in kind" contribution.

5. Mr. Frantz is drafting a letter for Mayor Feinstein to Senator Foran solicitating support in passage of SB1220.

6. The Commission has raised $12,500 for planning for a new main. The Friends have raised $18,500. President Stong will be attending a meeting this Thursday with a Bechtel funding expert for some guidance in fund-raising.

CITY LIBRARIAN'S REPORT

John C. Frantz

1. George Marshall Fox, 87, died of pneumonia last Thursday at Children's Hospital. Mr. Fox, a game company executive, donated his 21,000 volume collection of 18th and 19th century children's books to the library in 1978. The family has suggested memorial contributions to the Friends of the San Francisco Public Library.

2. Mr. Frantz attended the California Library Association conference in Oakland. He attended a seminar dealing with compact digital disk storage of information which has enormous potential for storing and retrieving data. Another program dealt with packet radio as a means of short range communication among libraries. Packet radio permits the batching of information and its instantanious transfer to a central computer for circulation control and other purposes. The last session he attended featured Kevin Starr who presented an excellent talk on the history of the conservative movement in California.

3. Mr. Frantz has requested that the Treasures's Office give the library the Mexican gold coin and medal it has been holding from the bequest of Alfred Fuhrman. The Recreation and Park Commission, as co-recipient of the Fuhrman Bequest, has agreed to the transfer.

4. The Mayor has asked commissioners to communicate to the Board of Supervisors the importance of reinstating the utility users tax on residential property.

5. Everyone was invited to write to the govenor requesting full funding for the public library foundation program. San Francisco's share of the full appropriation would be about $850,000.

6. The Mayor has sent budget instructions for FY 86-87. She has asked for two increments of 90% and 100% of current year's budget. A 90% budget would produce a cut of $1.5 million which would mean certain library services would be reduced or elimated.

7. Anne Kincaid reported that the Mark Twain Birthday celebration at the main library and Potrero Branch last weekend was extremely successful and enjoyed by all.

SECRETARY'S REPORT
Richard P. Walsh

1. Restroom remodeling in the main library started on schedule last Monday, November 27.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. None.

FRIENDS OF THE LIBRARY REPORT

1. Project Read will hold a Christmas Party on Thursday, December 6th from 5:30 - 7:30 pm in the Lurie Room.

KEEP LIBRARIES ALIVE

1. No report.

ADVISORY COMMITTEE FOR THE BLIND AND PRINT HANDICAPPED

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that Leslie Mc Cracken, Susan Sobel-Feldman and Pearl Stevens be appointed as members of the Advisory Committee to the San Francisco Subregional Library.

REPORTS OF STANDING COMMITTEES

PERSONNEL

Lucio C. Raymundo

1. It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that Resolution #1380 be adopted.

   APPROVED, Resolution #1380, Non-Civil Service Temporary and recertification of Temporary Appointments made during the month of November, 1985. Also resignations of Non-Civil Service Temporary and part-time positions made during the month of November, 1985.

2. Commissioner Raymundo submitted the following committee minutes for the record:

   The committee met at 4:00 pm, Thursday, November 14 in the Commission Room.

   Present were: Commissioner Raymundo, Chair; and Commissioners Bransten and Richardson.

   The petition initiated by the mayor to amend the city charter to create a Department of Personnel Administration was discussed at length.

   One commissioner was in favor of signing the petition, one was opposed, and one expressed no opinion.

   The city librarian signed the petition.

   The chair adjourned the meeting at 5:00 pm.

OPERATIONS/AUTOMATION/BUDGET COMMITTEE

Commissioner Walter G. Jebe

1. Commissioner Jebe submitted the following committee minutes for the record:

   Chairman Jebe convened the meeting at 12:15 on Wednesday, Nobember 20. Also present were Commissioners Bransten and Richardson.

   Discussion of proposed increases in library fees and charges wes postponed to allow more staff input.

Current state and federal grant funds were reviewed. $216,290 of the Public Library Foundation Program funds have not yet been budgeted.

Commissioner Richardson suggested the purchase of a bookmobile.

The committee recommended spending up to $20,000 from the library's gift fund to continue planning for a new main library.

Meeting adjourned 1:15 pm.

2. Today, it was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that Resolution #1381 be adopted.

RESOLUTION #1381

WHEREAS, A building program prepared by the staff for a new main library on Marshall Square will be finished by late December, and

WHEREAS, Further development of plans, including drafting an EIR and preliminary architectural concepts will require approximately $150,000, and

WHEREAS, The library's unrestricted gift funds total approximately $20,000, now therefore be it

RESOLVED, That the City Librarian be authorized to prepare and submit a supplemental appropriation in an amount not to exceed $20,000 for further building planning and preparation.

3. The next meeting of the Operations/Automation/Budget Committee will be held on Wednesday December 18 at 12:15 in the Commission Room. FY 86-87 budget instructions will be discussed.

FACILITIES COMMITTEE
Commissioner Edward F. Callanan Jr.

1. Commissioner Callanan submitted the following munutes of the Facilities Committee for the record:

Chairman Callanan convened the meeting at 12:15 on Tuesday, November 11. Also present were Commissioners Jebe and Stern.

There was discussion about the problems of space, earthquake standards, electrical power, etc. in the main library. The necessity for the building program was also discussed at length.

Meeting adjourned at 1:20 pm.

PUBLIC RELATIONS COMMITTEE
Commissioner Raye G. Richardson

1. No report.

SISTER CITY COMMITTEE
Commissioner Edward Bransten

1. No report.

JOINT COMMITTEE ON SPECIAL COLLECTIONS
Commissioner Marjorie G. Stern

1. Commissioner Stern reported that she attended the recent Roxburgh Club meeting where everyone expressed their enthusiam for the International Association of Bibliophile exhibition that was held at the main library.

2. Gifts to Special Collections Department have increased over the last few months.

3. Johanna Goldschmid was congratulated for her continuing hard work in the department.

4. Commissioner Stern recently visited Vartan Gregorian at the New York Public Library. He shared some exciting ideas about the centrality of a main library. He has offered to come to San Francisco to help kick off a fund raising campaign.

NEW BUSINESS

1. Mr. Ramirez distributed the new Guide to the San Francisco Public Library to the Commission and audience. Commissioner Callanan noted the need for a date on future editions. Commissioner Richardson found a misspelling.

There being no further business to discuss, the December 2, 1985 commission meeting was adjourned in memory of George Marshall Fox at 5:20.

The next regularly scheduled meeting of the Library Commission will be held Tuesday, January 7, 1986.

Sincerely,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RW/tkt